

## **BLR: Building Lasting Relationships' Executive Diversity Coaching Contract**

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This document constitutes an agreement for services to be provided by Dr. Clarence Shuler, a diversity consultant, (hereinafter referred to as Consultant) to and for the Client, (hereinafter referred to as the Client) of organization (hereinafter referred to as the Organization). Services to be provided are to be developed under this agreement include the following:

**CULTURAL COMPETENCE DEVELOPMENTAL COACHING:** Consultant will help the Client and possibly the Organization to experience the benefits of understanding an individual's and/or Organization's actual (as opposed to theoretical) position on diversity, by discovering and maximizing all "people" resources for the Organization and in related products/resources. This is done through organically developing *cultural proficiency*.

**Unlocking Cultural Competence** – The Client will take a cultural journey to increase his/her cultural competence by:

### **Developing Culturally Competent leadership**

- Increasing the Client's cultural competence capacity
- Educating the Client as how to work with key leaders, those possessing the ability to influence and facilitate key culturally proficient principles throughout the Organization
- Equipping the Client to organically champion the cause of cultural proficiency

### **Developing Culturally Competent knowledge**

- Providing an introduction to diversity philosophy
- The Client will be exposed to the challenges of diversity (individually and corporately)
- Educating the Client on the *Four Vital Issues to Understanding Diversity*
- Identifying obstacles which may be hindering the Client and/or Organization

in his/her/its diversity efforts

- Explaining how the poor, middle class, and wealthy view food, money, & time and why the Client and Organization need to know this.
- Explaining the “*Browning of America*” and its present and future impact on the Organization

### **Developing Culturally Competent skills**

- Explaining how to recruit untapped availability of quality human resources, particularly, people of color
- Providing educational tools to decrease diversity incompetence
- Identifying conscious and unconscious hindrances to achieving the highest level of diverse participative management
- Incorporating the principle that diversity/unity must simultaneously exist in the Organization in order achieve best possible education for all students

The mission, vision, and values of the Client and Organization will be evaluated during this coaching relationship.

Dr. Shuler’s learning experiences create a “**safe**” place. This *safe place* provides an environment for honest discussion, Organizational evaluation, and self-discovery allowing all to hear each other, revealing to the Client and the Organization present diversity position and possible future directions in regards to implementing diversity.

Dr. Shuler will provide the Client with both a strategy and implementation guide, which includes observations, recommendations, and guidance in execution of cultural proficiency to assist Organization in achieving its desired goal(s). The strategy and implementation guide will be developed during the coaching relationship. A final strategy and implementation guide will also be provided at the conclusion of the coaching relationship.

**The Journey:** The Client has two different tracks from which he/she can choose are called *opportunity options*.

### **Opportunity Option A**

Preparatory Assignments

Foundational Learning Experiences (1 learning experience day-minimum of 2 hours and a maximum of 8 hours)

Unlimited Coaching (phone-initiated by client, calls between 9am-4pm)

Follow-Up accountability session at conclusion of coaching relationship (1 day session)

Strategy and Implementation Guide given during and at conclusion of coaching relationship

6-month commitment

### **Opportunity Option B**

Option A included (Option B has an initial 2-day learning experience-minimum of 2 hours and a maximum of 8 hours each of the first initial 2-day

learning experience)  
Unlimited Coaching (phone-initiated by Client)  
2 Follow-Up accountability sessions (2 day sessions—one per six months)  
Strategy and Implementation Guide given during and at conclusion of coaching  
12-month commitment

**Suggested Length of Learning Experience:** These learning experiences require time to process and apply, so, Opportunity Option B is recommended for most Individuals and Organizations which desire diversity to become an integrated and vital aspect of the Organizational community.

**Independent Contractor:** Consultant is, for all purposes arising under this Agreement, an independent contractor. No officer, agent or employee of Consultant or the Client or Organization shall be deemed an officer, agent or employee of the other party. Neither Consultant nor the Client nor Organization, nor any officer, agent or employee thereof, shall be entitled to any benefits to which employees of the other party are entitled, including, but not limited to, overtime, retirement benefits, workers compensation benefits, injury leave, or other leave benefits.

**Cultural Competence Developmental Coaching Policies:**

- I. **Authority:** *Cultural Competence Development Coaching* is under the auspices of **BLR: Building Lasting Relationships**
  
- II. **Fee: Option A's** initial one day learning experience is \$150.00 per session, not to exceed 90-minutes.  
  
**Option B's** initial 2-day learning experience is \$150 per hour. If any other person joins the coaching session, the fee is \$150 per person.
  
- III. **Transportation:** The host organization (s) or conference etc. pays for Dr. Shuler's airfare, including any expenses incurred in route to and/or returning from this consultation or mileage driven. Dr. Shuler flies **United Airlines**. With the majority of his frequent flyer miles with this airline, he is provided critical options when there are mechanical problems or canceled flights, which he doesn't have with other airlines.
  
- IV. **Lodging & Meals:** The host organization (s) or conference, etc. pays for Dr. Shuler's hotel accommodations and meals for duration of his consultation stay.
  
- V. **Materials Required for this Cultural Competency Seminar:** DVD player &

**VI. Recording and/or Videoing:** *No part of the coaching time may be reproduced without written permission* from Consultant. Permission **must** be secured **7 business days before** the day of coaching.

**VII. Contract:** I, the Client accept all of the terms of this contract stipulated by Consultant, understanding that if I should cancel (rescheduling is permissible with mutual agreement) a coaching session for any reason after a date has been agreed upon by Consultant and Client, I, the Client **will pay for the canceled session**. At conclusion of each coaching session, **the Fee is Due.**

**Circle Opportunity Option:**    A        B

**Requested Date to Begin Coaching:** \_\_\_\_\_

**Foundational Learning Experiences (Options A & B):** \_\_\_\_\_

**Follow-Up Session #1 (Options A & B; 6 months after Foundational Learning Experiences):** \_\_\_\_\_

**Follow-Up Session #2 (Option B Only; completed no later than 12 months after Foundational Learning Experiences):** \_\_\_\_\_

This Agreement is signed below by the duly authorized representatives of the parties.

*(Consultant's Name)*

*(Client's Name)*

By: Clarence Shuler

By: \_\_\_\_\_

**(signature)**

**(signature)**

Dr. Clarence Shuler  
(typed or printed name)

\_\_\_\_\_  
(typed or printed name)

Title: Diversity Consultant

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**\*Please make check payable to: Building Lasting Relationships**

**These five pages form the legal contract between Building Lasting Relationships, Inc. and host organization (s) and invoice for payment.**