

Think Train Play Like a Pro Football Academy

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Mentoring Agreement 2019



Introduction

The relationship between Mentor and Mentee is very much Mentee-centred – focusing on their professional and personal development. It may include the giving of advice, information, establishing facts, signposting, self-appraisal, etc. Whatever the techniques, the emphasis is on enabling and empowering the Mentee to take charge of their development and their environment.

To allow this transition the importance of interpersonal skills is essential. These skills include listening effectively, empathy, understanding a non-judgemental approach and the ability to facilitate through skilled questioning.

The benefits of Mentoring

Mentoring will have a clear and positive effect on the personal and professional development of the Mentee. It is also intended to benefit the Mentors and the organizations they work for.

Being involved as a Mentee you should expect to:

- Identify areas for development and improve self confidence
- Confront current situations and issues
- Lead the agenda
- Ask the questions you need answers to
- Be prepared to probe rather than accept the first answer
- Increase your understanding about yourself and situations
- Develop and practice your skills
- Learn from your Mentor
- Encourage self-reflection and develop specific skills in football.
- Develop a career plan

Your involvement as a Mentor supports a Mentee by:

- Giving them an insight into your work and career
- Assisting them with practical tips on planning a successful job search strategy
- Offering advice and guidance with their career thinking
- Developing understanding, skills and problem-solving support
- Encouraging reflection and recognise and celebrate effective practice
- Identifying areas for development and improve self confidence
- Offering 1-2-1 training sessions weekly
- Offering 1-2-1 tactical meetings
- Listen
Question, to elicit facts
- Give advice on career development
- Offer different perspectives
- Offer support and encouragement
- Draw on own experience when appropriate
- Confront and discuss current issues
- Take the lead and make decisions in the early stages of the relationship

Mentor's Tasks:

- Listen
- Question, to elicit facts
- Give advice on career development
- Offer different perspectives
- Offer support and encouragement
- Draw on own experience when appropriate
- Confront and discuss current issues
- Take the lead and make decisions in the early stages of the relationship
- Communicate their circumstances clearly, concisely and honestly
- Question where they do not fully understand or comprehend
- Provide own experience to aid discussions
- Reviewing experience
- Giving feedback
- Identifying strengths and achievements
- Identifying weaknesses and areas for development
- Exploring options
- Teaching or coaching specific skills and techniques
- Engaging in discussions on professional issues
- Setting targets for future action
- Consider different perspectives
- Develop and manage a career plan
- Identifying needs
- Observing/Evaluating
- Assessing
- Clarification of strategies and actions

Mentee's Tasks:

- Communicate their circumstances clearly, concisely and honestly
- Question where they do not fully understand or comprehend
- Provide information, knowledge about organisation/occupation and career to aid their Mentor with the provision of advice and support
- Listen
- Take responsibility for their own development
- Act upon advice on career development
- Accept differing perspectives
- Clarify understanding
- Review and reflect on oneself
- Share thinking
- Make decisions to maximise the outcomes of the Mentoring relationship
- Consider different perspectives
- Accept support and encouragement
- Provide own experience to aid discussions
- Take the lead, guide and make decisions – when the relationship is established.
- Inform their Mentor about any offers received.
- Include their Mentor in the whole process of signing or agreeing on a job offer with any clubs/agents.

MENTORSHIP SERVICE AGREEMENT (the "Agreement") dated this.....**9th**.....of...**January** ...**2019**.....

BETWEEN:

CLIENT

CONTRACTOR

.....
(the "Client" also mentioned as "Mentee")

.....
(the "Contractor" also mentioned as "Mentor")

BACKGROUND

- A.** The Client is of the opinion that the Contractor has the necessary qualifications, experience and abilities to provide mentorship services to the Client.
- B.** The Contractor is agreeable to providing such services to the Client on the terms and conditions set out in this Agreement.

IN CONSIDERATION OF the matters described above and of the mutual benefits and obligations set forth in this Agreement, the receipt and sufficiency of which consideration is hereby acknowledged, the Client and the Contractor (individually the "Party" and collectively the "Parties" to this Agreement) agree as per below outlined:

1(a).The Contractor ("Mentor") will be offering the following:

- I. Teaching and coaching specific skills and techniques needed within the football industry.
- II. Offer valuable professional advice and implement it with the Mentee.
- III. Develop and manage the Mentee`s career plan.
- IV. Set realistic targets and support the Mentee in putting it to application.
- V. Evaluate periodically the Mentee`s professional progress and identify further improvements.
- VI. Assess and identify the Mentee`s needs in accordance to the action plan set up for career advancement.
- VII. Make decisions that involve the Mentee`s professional career.
- VIII. Offer a personalized physical and mental mentorship programme for the improvement of the Mentee`s professional playing level.
- IX. Take part in any informal/ formal meetings that involve the Mentee`s professional football career.
- X. Support the Mentee by means of mentoring, in reaching the desirable professional career level.

2. The Services will also include any other tasks which the Parties may agree on. The Contractor ("Mentor") hereby agrees to provide such Services to the Client ("Mentee").

(b)The Client ("Mentee") will be conditioned the following:

- I. Communicate his ("Mentee") professional circumstances clearly, concisely and honestly.
- II. Provide necessary information and knowledge in support of developing a personalized development programme devised by the Mentor.
- III. Accept and implement the Mentor`s action plans, techniques and personalized programme.
- IV. Accept and implement new ideas in advancing the Mentee`s current playing level.
- V. Take responsibility during the Mentee`s professional development under the Mentorship programme.
- VI. Brainstorm and share ideas valuable in the development of the Mentee`s professional career.
- VII. Must inform the Mentor in regards to any attempts of communication from professional football clubs pro and amateur, agencies or independent agents seeking to get in contact with the Mentee.
- VIII. Must inform the Mentor of any informal or formal meetings organised and have the Mentor present, acting upon the Mentee`s interest during any meetings.
- IX. Must discuss with the Mentor first any contracts, agreements or documentation offered before deciding upon it.

TERM OF AGREEMENT

3. The term of this Agreement (the " Term") will begin on the date of this Agreement and will remain in full force and effect until the completion of the Services, subject to earlier termination as provided in this Agreement. The Term may be extended with the written consent of both Parties.

PERFORMANCE

4. The Parties agree to do everything necessary to ensure that the terms of this Agreement take effect.

CURRENCY

5. Except as otherwise provided in this Agreement, all monetary amounts referred to in this Agreement are in GBP.

PAYMENT

6. The Contractor ("Mentor") will charge the Client ("Mentee") a flat fee of £350.00 per month for the Services (the "Payment").

7. The Client ("Mentee") will be invoiced monthly.

8. Invoices submitted by the contractor to the client are due upon recipient.

9. In the event that this Agreement is terminated by the Client ("Mentee") prior to completion of the Mentorship Services but where the Services have been partially performed, the Contractor ("Mentor") will be entitled to pro rata payment of the Payment to the date of termination provided that there has been no breach of contract on the part of the Contractor ("Mentor").

10. Any late payments will trigger a fee of 40% per month on the amount still owing.

CONFIDENTIALITY

11. Confidential Information (the "Confidential Information") refers to any data or information relating to the Contractor ("Mentor"), whether business or personal, which would reasonably be considered to be private or proprietary to the Contractor ("Mentor") and that is not generally known and where the release of that Confidential Information could reasonably be expected to cause harm to the Contractor.

12. The Client ("Mentee") agrees that they will not disclose, divulge, reveal, report or use, for any purpose, any Confidential Information which the Contractor ("Mentor") has shared, revealed or applied with the Client ("Mentee") during the Mentorship Services Agreement, except as required by law. The obligations of confidentiality will apply during the Term and survive indefinitely upon termination of this Agreement.

MODIFICATION OF AGREEMENT

13. Any amendment or modification of this Agreement or additional obligation by either Party in connection with this Agreement will only be binding if evidenced in writing signed by each Party or an authorised representative of each Party.

TIME OF THE ESSENCE

14. Time is of the essence in this Agreement. No extension or variation of this Agreement will operate as a waiver of this provision.

ENTIRE AGREEMENT

15. It is agreed there is no representation, warranty, collateral agreement or condition affecting this Agreement except expressly provided in this Agreement.

BREACH

16. In the event that either Party breaches a material provision under this Agreement, the non-defaulting party may terminate this Agreement immediately and require the defaulting Party to indemnify the non-defaulting Party against all reasonable damages.

TERMINATION OF AGREEMENT PRIOR TO EXPIRATION DATE

17. This Agreement may be terminated prior to its expiration date only and if either one of the Parties have not abided to the conditions mentioned above under section **1 (a)** and **(b)** and the conditions set within the entire Agreement including Payment of services offered.

GENERAL

18. Any recordings (video/photographs/voice recordings) created by the Contractor ("Mentor"), which includes the Client ("Mentee") taking part in Football/Academic sessions, matches, any/all marketing literature and on the web site may be used by the Contractor ("Mentor") for personal and commercial purposes.

Agreed Mentoring meetings

Frequency of meetings	2 times a week. 1 for conversation meeting and 1 for 1-2-1 coaching.
Duration of meetings	2h per meeting
Venue for meetings	As agreed with 48h prior to the meeting
Cancellation procedure	Cancellation only accepted on very serious reasons
Limits of the relationship/personal boundaries	Strictly professional

IN WITNESS WHEREOF the Parties have duly affixed their signatures under hand and seal on this date**9th**.....of.....**January**.....,**2019**.....

This Service Agreement shall expire on this date**9th**... of**January**...**2020**

.....

.....

(Client also mentioned as "Mentee")

(Contractor also mentioned as "Mentor")

.....
 Witness

Contractor ("Mentor") representing TTPLP Academy contact information

Full Name	
Phone number	
Email	
Address	

Client ("Mentee") contact information

Full Name	
Phone Number	
Email	
Address	

By signing this document I am committing to make the TTPLP mentoring relationship and programme work in accordance to the training and documentation provided by the Academy

Mentee

Signed..... Date.....

Print Name.....

Mentor

Signed..... Date

Print Name.....