



Agreement The Game Changer Package [Career Coaching & Advisory]

This agreement has been concluded between the undersigned on one part,

_____ (*full name*) residing at

_____ (*address, house number, street name, city/state, zip/postal code, country*)

hereinafter referred to as the **Client**, and on the other part, **Szonja Zsiros Career Advisory**, established under **Schokland 35, 1181HP, Amstelveen, the Netherlands**, VAT: NL003876944B29, KvK: 83814493, represented by **Szonja Zsiros** hereinafter referred to as the **Consultant**, on the following terms and conditions:

Consultant and Client hereby agree on the following terms:

The subject of this agreement

1. This agreement sets out the conditions and understandings for a consultancy relationship between Szonja Zsiros (Consultant) and (Client).
2. The consultant provides coaching and advisory services. The coaching sessions aim to help the client with clarifying goals, desires, directions, and intentions. Furthermore, to help the client with taking actions towards their goals. The advisory services include providing concrete feedback and actionable tips on their job application materials, such as CV, LinkedIn profile, motivation letter and interviewing skills.

Program Duration & Location

3. Consultant and Client will meet on a (bi)weekly basis via video call (online). The frequency of the meetings are determined jointly based on the Client's timeline and desired outcome.



4. The Game Changer Package consists of 6 sessions, 45 minutes per session. This trajectory entails 4 career coaching sessions and 2 career advisory sessions. The goal of the coaching sessions is to gain clarity regarding where the client wishes to go in their career. The advisory sessions serve the purpose of optimizing the client's job application materials, such as CV, LinkedIn profile, motivation letter and interviewing skills.

5. If the client has a clear idea as to what roles and companies they would like to target, the coaching sessions are more of an advising nature.

Fee and payment

6. The fee for The Game Changer Package program is **€895.00** paid upfront upon enrolment into the program. It is possible to pay in instalments of **€975.00** on a payment plan of **€162.50** per session, if and only if, this is agreed upon upfront with consultant.

7. The Client agrees to make payment into a nominated bank account provided by Consultant upon enrolment into the program once the invoice is issued.

Cancellation Policy

8. The client acknowledges and accepts that appointment scheduling is done in coordination between the Consultant and the Client preferably at the preceding session. The Client must cancel agreed-upon appointments at least 2 working days in advance.

9. Sessions where the Client fail to attend without cancellation or cancel after the specified deadline are considered held according to this agreement, and the Client must pay for them.

10. In case the Consultant or Client needs to change the schedule due to exceptional circumstances (accident, sudden illness, force majeure), they must propose a new appointment to the Client.



Confidentiality

11. The consultant is bound by confidentiality. They declare that they will not disclose to third parties any information, materials provided to them, their own notes, or other written documents obtained during their work. The obligation of confidentiality applies both during the term of the assignment and thereafter.

12. The consultant undertakes to safeguard their own notes and written materials provided by the client in accordance with the data protection policy, ensuring they are not accessible to third parties or destroying them after termination of the contractual relationship.

13. The contracting parties stipulate that the consultant must maintain regular communication with the client and, if requested by the client, provide information about the coaching & advisory process, excluding specific content discussed during sessions, personal information, and data related to the client.

GDPR

14. The consultant complies with current data protection regulations, including the provisions of the European Parliament and Council Regulation 2016/679 (GDPR Regulation) and Act No. CXII of 2011 (on informational self-determination and freedom of information).

15. The client expressly consents to the processing of their personal data, and they have been informed of their rights and options regarding data protection provided by the above regulations and laws. Additionally, whenever there is a need to handle and/or store any personal data of individuals participating in coaching activities, they explicitly consent to the processing of their personal data in writing, and they have been informed of the purpose of data usage, the method of storage, as well as their rights and options prescribed by regulations and laws.



Client's Responsibilities

16. The client acknowledges that coaching and advising development is a process based on free will, active participation, and responsibility, where the implementation of all tasks and outcomes planned within the coaching framework is solely the responsibility of the client. The client decides how much and in what way they incorporate or utilize the knowledge gained during coaching and advising, for which the consultant assumes no responsibility during or after the process. The client agrees to attend sessions in a suitable state for work.

17. If at any time the client feels stuck or unsure about what to do with any of the course work, they ought to get in touch with the consultant to ask for help.

18. The client agrees to show up, do all the work both online & offline, implement what they learn, commit fully to this process and give it their best.

Consultant's Responsibilities

19. The consultant undertakes to accompany the development process of the client, assist in implementing planned changes through interventions, monitor progress, and ensure the smooth running of the process. However, it is the client's responsibility to make the changes during the process.

20. The consultant commits to employing all available tools, methods, and techniques for the benefit of the client in coaching and advising. Furthermore, they undertake to openly address the methods they employ, their operational mechanisms, intentions, risks, and potential outcomes at every stage of the coaching process.

21. The Consultant and Client will jointly develop a career development plan based on the Client's desired outcomes for the trajectory.

The Consultant agrees to facilitate, and Client agrees to follow the jointly developed plan.



22. The Consultant agrees to spend the necessary amount of time in preparation for the meetings with Client.

23. The Client understands that the result of any consultancy will depend on their willingness and ability to take actions.

24. The client cannot issue instructions to the consultant, make requests contrary to professional and ethical norms, or monitor the consultant regarding the content of the process.

25. Client agrees to communicate clearly with the Consultant, and to take responsibility for the results achieved and that the Consultant can only facilitate.

Nature of Services

26. Client understands that Consultant is not providing medical advice and that Consultancy should in no way replace treatment from a licensed healthcare provider.

I agree to the rules of the Terms and Conditions.

Name:

Date:

Place:



Szonja Zsiros Career Advisory

01. 01. 2024

Amstelveen, the Netherlands