

Consulting Agreement

This consulting agreement is between the client and TM Consulting. TM Consulting agrees to provide expert interview coaching services to the client.

For the services rendered by TM Consulting as required by this agreement, the client will provide compensation to TM Consulting in the amount of \$4,900 for coaching sessions. Payment can be made by Zelle, or through this website (3.5% \$171.00) fee and must be made before the first coaching session. TM consulting will provide the following services in exchange for payment:

1. At least 6 Coaching sessions. These coaching sessions are via zoom, on the phone and in person and are approximately an hour long. The coaching sessions will include an initial interview of the client to determine client's goals and strength assessment.

The coaching sessions will include preparing and practicing an opening statement and closing statement.

The coaching session will include developing and practicing answers to interview questions.

The coaching session will include the client practicing answers to critical incident scenarios.

The coaching session will include assisting the client to prepare answers for scenario-based questions.

The coaching sessions will include practicing answering employee scenario questions.

The coaching sessions will include practicing community panel scenarios.

The coaching sessions will include consulting on networking for in-house assessments.

The coaching sessions will include consulting on answering questions in a confident manner. The coaching session will include networking skills, tips on voice tone, dress, eye contact and hand movements.

2. The services that TM consulting provides to the client are non-exclusive. TM consulting may provide interview services to other promotional candidates applying for the same position. However, the identity and information of all clients is kept confidential unless the client gives permission for disclosure. Nothing in this agreement creates an attorney client relationship between TM Consulting and the client.
3. The services will assist the client with an interview plan and to allow the client the opportunity to practice with an experienced coach, answers to frequently asked interview questions. However, there is no guarantee as to the client's performance in the interview or the outcome of the process.
4. If there is a dispute to this agreement or services provided, the client waives all rights to confidentiality.
5. TM Consulting's schedule gets booked several weeks ahead of time. Please be aware that once a session is booked, it may be difficult to reschedule at the last minute. This price quote is valid for 30 days of receipt of the contract.
6. If client wants coaching services for a second interview process, there will be additional charges.

Payment for services will also serve approval of this agreement in lieu of a signature.