**Note: This is a one year contract**

**Agreement for Services: Lead Coach**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_at \_\_\_\_\_\_\_\_\_\_\_\_ADDRESS\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(hereafter referred to as “\_\_\_\_\_”) **hereby** retains the services of\_\_\_\_\_NAME\_\_\_\_\_\_\_\_\_\_ of \_\_\_\_\_\_\_\_\_\_\_\_\_ADDRESS\_\_\_\_\_\_\_\_\_\_\_ (hereafter referred to as “Contractor”) for the purpose of serving as a coach for the Rooted in Relationships Initiative

# Term of Contract and Termination

This agreement shall begin \_\_\_\_\_\_\_\_\_\_\_\_\_\_and end on \_\_\_\_\_\_\_\_\_\_\_. Either party may terminate this Agreement for any reason upon submission of written notice to the other party at least sixty (60) days prior to the effective date of termination. In addition, either party may terminate this Agreement immediately in the event that funding should be discontinued or be materially reduced.

# SCOPE OF SERVICES

The Contractor agrees to perform the following specific activities or services:

1. Provide training and coaching in the implementation of the Pyramid Model in \_\_\_\_\_\_\_\_ County for child care providers identified through the application process. The Pyramid Model is a framework of evidence-based practices that promote the social, emotional, and behavioral competence of young children.
2. Participate in any required coach training, meetings, and conference calls throughout the contract period.
3. Attend one (1) informational meeting for child care providers to distribute information.
   1. Informational Meeting: \_\_\_\_\_\_\_\_\_\_\_\_\_
4. Provide ongoing Pyramid Model training, coaching, and provider collaboration team development with **\_\_#\_\_** identified child care providers during the contract period.
5. Provide four 6-hour Pyramid trainings:
   * 1. Module 1a: \_\_\_\_\_\_\_\_\_\_\_\_\_\_
     2. Module 1b: \_\_\_\_\_\_\_\_\_\_\_\_\_\_
     3. Module 2a: \_\_\_\_\_\_\_\_\_\_\_\_\_\_
     4. Module 2b: \_\_\_\_\_\_\_\_\_\_\_\_\_\_
6. Provide 2.5 hours of coaching visits per month to each assigned provider.
7. Provide coach support to the coaching team at least monthly or as needed and agreed upon by the Lead Coach and the Coaching Team.
8. Coordinate provider collaboration meetings consisting of the coaching team and coachees at least every other month (a minimum of 6 meetings per year), including acquiring necessary social emotional materials for providers who attend.
9. Participate in and facilitate the evaluation process with the coaching team per the procedures established by the Munroe-Meyer Institute and the Nebraska Children & Families Foundation and in accordance with the evaluation guidebook.
10. Maintain regular communication and work in cooperation with Rooted in Relationships Coordinators and Contracting Agency staff.
11. Participate in reflective consultation with Rooted in Relationships Coach Consultants on a monthly basis or as agreed upon by both parties.

# Communication and Reporting

Report on progress and work completed with each invoice.

# Compensation AND EXPENSES

In consideration of the Contractor’s performance of the work described herein, Contracting Agency retains the services of the Contractor for the term of this Agreement.

Contractorshall submit monthly or quarterly invoices to Contracting Agency at respective address listed in this contract. A time sheet and expense report will be provided.

Compensation for time will be paid at the following rates not to exceed a total of $\_\_\_.

1. $ per module training for preparation and training (DATES).
2. $ per hour for coaching, leadership team meetings, training preparation, required meetings and conference calls, coach mentoring (includes prep time, coaching time, drive time).
3. Mileage at .575/mile.
4. Contractor may copy handouts or purchase supplies as needed with prior approval. Receipt required for reimbursement.

# ASSIGNMENT AND SUBCONTRACT

Neither Party shall have any further right to assign or subcontract without the prior written consent of the other Party.

**HOLD HARMLESS**

The Contractor agrees to indemnify and hold harmless Contracting Agency, its appointed and elected officers and employees, from and against all loss and expense, including attorney’s fees and costs by reason of any and all claims and demands arising out of, or in consequence of, the negligence of Contracting Agency, it’s officers, employees or any other contractors associated with the work described in this agreement.

**MISCELLANEOUS PROVISIONS**

This Agreement shall not be modified unless such modification is reduced to writing and signed by both parties.

The Contractor is an independent contractor and shall not be deemed an employee of Contracting Agency for any purpose. The Contractor will perform coaching services for Contracting Agency.

This Agreement shall be governed by and construed in accordance with the laws of the State of Nebraska.

Notices: Any and all notices referred to herein shall be in writing and shall be deemed to have been given when personally delivered or when mailed, registered or certified mail, or postage prepaid.

**FOR THE CONTRACTOR:**

Name Date

Address

**FOR Contracting Agency**

Name Date

Title

Address