



### **What is Authentica?**

Authentica is group coaching which will enable you to develop yourself and be the best version of you. The group will be facilitated and lead by Vicky Bailey, Delphinus tmc. There will be no more than 8 members in any one group and it is expected that the group will work together for the duration of the membership.

### **What do I get for my membership?**

Membership will typically run from April to March.

*Please note: For 2018/19 we will run May 2018 to March 2019*

- **Monthly Coaching Group**  
Each group will meet once a month. For 2018/19 membership there will be two meetings in May. Each group will be facilitated and supported by Vicky Bailey and will focus on building as a group and identifying goals and ways of working.
- **LinkedIn group**  
All members will have access to our closed LinkedIn group to be able to post, chat and access support and resources
- **Social Media Support**  
We will be putting out daily posts to support you through your development. Keeping you motivated and energised!
- **Monthly Newsletter**  
You will receive our monthly newsletter, sharing articles and thinking, inviting you to share any news and developments
- **Monthly resource**  
You will receive a monthly resource which will support your development this will include templates and activities.
- **Discount on training and one to one coaching from Delphinus tmc**
- **All members will receive discount to our suite of training and one to one coaching. All members will also be able to access one off seminars from our guest speakers for half price!**

### **Our Commitment to you:**

- 24 hour email support
- Telephone support as required
- Fulfilment of the membership package
- To listen to members as we grow and develop alongside you

### **Our expectation of you:**

- 100% attendance to the coaching group
- Support us to support you through feedback

### **Your Annual Investment:**

Your investment is £365 for the year

- You can pay this annually or through monthly standing order of £35 per month
- We will invoice you accordingly

If you require further information or want to chat anything through, please contact:

- Vicky Bailey  
07786 936625  
vicky@delphinustmc.co.uk



## Full Membership Terms and Guidelines

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**Coaching Group Venue:** Bawdon Lodge Farm, Nanpantan, Loughborough, Leicestershire, LE12 9YE

### Membership:

- Authentica Membership is annual from the 1<sup>st</sup> April to 31<sup>st</sup> March in anyone year.
- 2018/19 Membership will run 1<sup>st</sup> May 2018 – 31 March 2019
- Authentica membership includes:
  - Monthly Coaching Group: dates in App 1
  - Social Media Support
  - Monthly Newsletter
  - Monthly resource
  - Discount on training from Delphinus tmc

### Membership Cancellation:

- In the event of cancelling membership, a months' notice is required in writing either via email or letter
- Date of cancellation will be one month from the date written notice is received
- If membership has been paid in full, a refund will be given pro-rata of the date of cancellation
- Standing Orders will be cancelled from the date of cancellation
- Membership cannot be transferred to another person within your organisation

### Membership Fees and Prices:.

- Annual membership fee is £365.
- Membership can be paid as one off at the beginning of the year (1<sup>st</sup> April: *2018 will be 1<sup>st</sup> May*) and an invoice can be raised on request.
- Membership can be paid monthly by Standing Order and will be a fee of £35 per month: invoices can be raised on request.
- Monthly fees are due on or around the 1<sup>st</sup> of each month: failure to pay for more than one month may result in cancellation of membership.
- Year 2018/19 monthly standing orders will be:
  - Payment 1<sup>st</sup> May £70: thereafter June through to and including March £35 per month
- Delphinus tmc will provide members with a renewal notice when their 12 month membership is coming to an end. This notice will be provided approximately one month prior to the membership expiry date. If the member wishes to continue their membership

fees must be paid by the renewal date. If membership fees are not received within 14 days of the membership expiry date, the membership will be terminated

- Prices will be reviewed annually and any increase will be shared with at least one month's notice

### Personal Information

- We will use the personal information you provide to us to:
  - provide your membership services
  - process your membership payment
  - inform you about relevant products or services from Delphinus tmc through email or phone
- We will not give your personal data to any third party and you will only receive communications directly from Delphinus tmc with your permission.
- Members consent Delphinus tmc representatives taking photographic images during events/sessions. These images remain the property of Delphinus tmc and may be used in local printed media, social media or on the Delphinus tmc website without further permissions being sought.

### Coaching Group Sessions:

- It is expected that all members will have 100% attendance at the coaching group sessions
- Members agree through these terms to participate in each session to the best of their ability
- Late arrivals: It is expected that the session will begin at the agreed time. If late, the session will run to the scheduled time. If you are unavoidably detained on your way to a session, please leave a message on 07786 936625.
- Contact between sessions will be limited to email or telephone unless otherwise agreed
- Recording of sessions: It is standard practice to record sessions from time to time and to use anonymous material for supervision, continuing professional development and research. All recorded material is treated with confidentiality and respect.

### Confidentiality:

Confidentiality is paramount and will be maintained in all apart from exceptional circumstances, which include:

- Legal action (criminal or civil court cases where a court order is made demanding disclosure, including coroners' courts)
- Child abuse/abuse and where there is good cause to believe that not to disclose would cause danger or serious harm to others
- Where in my professional opinion there are reasonable grounds to believe that there is a risk of serious harm to the client. In this instance you will be consulted about action taken
- Most standards of confidentiality applied in professional contexts are based on the Common Law concept of confidentiality where the duty to keep confidence is measured against the concept of "greater good"
- The sharing of anonymous case histories with supervisors and peer support groups is not a breach of professional confidentiality. The sharing of open case histories with supervisors and any referring NHS medical practitioner is also not a breach

### Miscellaneous Terms

- Members may promote their social media posts using the hashtag #authentica2018 Social media posts carrying this hashtag will be shared and retweeted as appropriate. It is the member's responsibility to ensure that the relevant hashtag is applied.
- Members must be over 25 years old

**Code of ethics and complaints procedure:** These are available to you on request, without question.

## 2018/2019 Coaching Session Calendar:

2018

04-May 9.30 - midday

22-May 9.30 - midday

19-Jun 9.30 - midday

10-Jul 9.30 - midday

04-Sep 9.30 - midday

25-Sep 9.30 - midday

23-Oct 9.30 - midday

20-Nov 9.30 - midday

11-Dec 9.30 - midday

2019

Jan 9.30 - midday

Feb 9.30 - midday

March 9.30 - midday