

Tri-Region Partnership Initiative: Exploring and Modeling Possibilities of Cooperation,  
Networking, Collaborating and Merging  
Executive Coaching/Consulting Scope of Work  
July 19, 2020

This agreement is entered into upon signature of both parties, by and between Joyce McEwen Crane, PhD, PCC (“Coach/Consultant”) and the Tri-Region Partnership Steering Committee (TRPSC).

The purpose of the Tri-Region Partnership Initiative is to envision ways the Regional Church can better serve its primary purpose: to strengthen the vitality of Local Churches. The Partnership will explore how duplicative functions of the Regional Church can be best shared. The TRPSC Steering Committee will be made up of three leaders from each of the three Regions (NEB, Greater Kansas City and Kansas) as well as the Regional Ministers from each Region. The Steering Committee will design and lead the process.

The parties mutually agree to the following:

<b>Scope of Work</b>
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Joyce McEwen Crane will provide the following services, as deemed appropriate, for one year:

1. Two and one-half hours of initial contracting consultation to clarify areas of focus as well as clarify boundaries of the work and agreements between the coach and the Steering Committee
2. Initial study of the current Disciples of Christ church structure as well as background reading of data collected on the Northern Lights merger.
3. Up to 8 hours of coaching/consulting/facilitating per month for the TRPSC Steering Committee, over a period of one year (Oct. 2020 – Sept. 2021). Possible roles include (to be discussed/decided up on):
  - a. Facilitation of meetings when requested.
  - b. Attending steering committee meetings and provide coaching interventions around process challenges, authority challenges, adaptive and collaborative learning and interpretation of any data collected.
  - c. Provide coaching for steering committee leaders as it relates to process and structure for the work.



- d. Help the Steering Committee clarify roles as well as purpose of and shared vision for the work. Help create a safe space for honesty and trust-building.
  - e. Help the Steering Committee establish benchmarks for their work; agree upon shared values and shared ministries; help them create a clear plan for their work, identify needed resources and help edit any proposal for consideration by the Regional Churches and member congregations.
  - f. Provide consultation around design of the learning sessions and survey questions to gain the most useful data and to build relationships. Provide light training as needed to ensure successful work.
  - g. Capture Committee learning along the way to create a “shared narrative”
  - h. Consult around work moving forward regardless of a decision to remain in collaborative partnership or form a new merger/region.
4. Mid-point check in meeting with all parties involved.
  5. Engagement wrap-up meeting with all parties involved.

Tri-Region Partnership Steering Committee will provide the following for one year:

1. Active sponsorship and participation in the process, including inviting and orienting participants to be a part of the work throughout the year as is appropriate.
2. Scheduling meetings amenable to all parties involved in the work.
3. Providing meeting/gathering space (physical or electronic).
4. Capturing electronic notes of each meeting to be shared with the Committee and Coach.
5. Payment of Coach/Consultant invoices within 30 days of receipt.

#### **Investment & Terms of Payment**

1. Coach/Consultant will bill the Committee \$1200/month for a 12-month period.
2. Any travel expenses or time for travel and facilitation off site will be invoiced/reimbursed separately.
3. The TRPSC agrees to compensate Coach/Consultant within 30 days of invoice.

#### **Employment Status**

1. The TRPSC will not withhold or pay on behalf of the Coach/Consultant: (a) federal or local income taxes; or (b) any other payroll tax of any kind. In accordance with the terms of this agreement and the understanding of the parties herein, the Coach/Consultant shall not be treated as an employee with respect to the services performed hereunder for federal or state tax purposes. Coach/Consultant is not eligible for any fringe benefits, including worker’s compensation benefits, if such exist.



### Intellectual Property & Agreements:

1. All intellectual property created under this agreement and within the scope of the work remains the property of the Coach/Consultant.
2. This agreement constitutes the entire agreement between the parties and supersedes any prior agreement or understanding between Coach/Consultant and the TRPSC. No change, modification or waiver of any term shall be valid unless it is in writing and signed by both parties.

### Signatures:

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TRPSC Representative

Date

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Coach/Consultant

Date