

Introduction

This Code of Conduct establishes the responsibilities of and expected attitude and behaviour for the participants in the MSF Coaching Programme, operated by the Mentoring and Coaching Hub (MCHub) in collaboration with the MSF Operational Centres.

Coachee Responsibilities

The Coachee:

- Acts in accordance with the MSF Charter and principles
- Is responsible for their own performance in their role in MSF
- Is responsible for managing their own learning (e.g. identifying and achieving their goals), leveraging the coach as support for this learning
- Is responsible for any action they choose to take or decision they make as a direct or indirect result of the coaching and will not attribute this action or decision to the coach
- Is aware that confidentiality would need to be breached by the coach in the event that there is risk of harm to the coachee or others, a serious breach of MSF's Ethical Guidelines, or as required by the ICF Code of Ethicsⁱ
- Is aware that the coach remains alert to indications that there might be a shift in the value received from the coaching relationship. If so, the coach makes a change in the relationship or encourages the coachee to seek another professional or use a different resource
- Is aware of the joint responsibility with the coach in maintaining a healthy balance in the relationship and in respecting personal boundaries and privacy (the coach and coachee's)
- Is aware of the role of the MCHub in the coaching relationship (maintaining contact, reporting, supervision, evaluation and sharing of know-how, expertise and lessons learned)
- Ensures that their capability to operate in accordance with this Code of Conduct is sufficient
- Demonstrates respect for the variety of approaches and methods used during the coaching relationship
- Understands that professional responsibilities continue beyond the termination of the coaching relationship including: maintaining the agreed confidentiality, avoidance of any exploitation of the former relationship and any follow-up upon which has been agreed

Coach Responsibilities

The Coach:

- Acts in accordance with the MSF Charter and principles
- Uses their coaching skills to support the coachee in their personal development
- Participates in any identified relevant induction or training the MCHub organizes in order to provide the best possible support to their coachee
- Respects confidentiality during and after the coaching relationship
- Is aware that confidentiality would need to be breached by the coach in the event that there is risk of harm to the coachee or others, a serious breach of MSF's Ethical Guidelines, or as required by the ICF Code of Ethics
- Remains alert to indications that there might be a shift in the value received from the coaching relationship. If so, make a change in the relationship or encourage the coachee to seek another professional or use a different resource
- Is aware of the joint responsibility with the coachee in maintaining a healthy balance in the relationship and in respecting personal boundaries and privacy (the coach and coachee's)
- Is aware of the role of the MCHub in the coaching relationship (maintaining contact, reporting, supervision, evaluation and sharing of know-how, expertise and lessons learned) and reports required data to the MCHub in a timely manner
- Ensures that their capability to operate in accordance with this Code of Conduct is sufficient
- Does not interfere in the operational strategy at field or HQ level
- Complies with the ICF Code of Ethics
- Ensures that the duration of the coaching agreement is only as long as is necessary for the coachee and is agreed upon with the MCHub
- Understands that professional responsibilities continue beyond the termination of the coaching relationship including: maintaining the agreed confidentiality, avoidance of any exploitation of the former relationship, provision of any follow-up upon which has been agreed and safe and secure maintenance of all related records and data

ⁱ <https://coachfederation.org/code-of-ethics>

