

## **=Q** The Details

Your Arcora supports include 3 hours a year of solution-focused coaching for the business owner/ head of organization\*—provided virtually by a certified, professional coach—for a wide range of topics, including:

- · Communication and workplace relations
- Time management and delegation
- · Skill development
- · Professional growth
- Leadership development

It's really that simple to get where you want to be.



- Reach out. Log onto your my-benefits<sup>®</sup>
  portal and click on the Business Assistance
  Services link. Once there you can connect
  with Arcora coaching and get the process
  started.
- Sit tight. You'll be sent an email invite to set up an account on Arcora's integrated platform.
- Share. As you're setting up your account, you'll be prompted to share your challenges and goals, which will help Arcora match you with the professional in their network best suited to meet your needs.
- Book a session. Once you've been matched, you'll be prompted to book your first session and start realizing those goals.

Coaching hours are for one business owner/head of organization per company and are not transferable.