COACH JEROME & ASSOCIATES

JEROME ARRINGTON

Life Coach | Author | Speaker | Master Trainer

RESHAPE THE FOCUS.
TRANSFORM THE FUTURE.

Speaker profile, signature topics, speaking products, event-planning guidance, and a customizable standard rider.



hello@coach-jerome.com | (404) 309-6345

Atlanta, Georgia | Virtual and in-person

SPEAKER KIT + STANDARD RIDER

Speaker Profile

A concise introduction for event planners, hosts, and production teams.



JEROME ARRINGTON

Jerome Arrington brings together the heart of a coach, the discipline of a master trainer, and the practical perspective of a business consultant. His work helps individuals, teams, and organizations reshape their focus, understand the patterns influencing their choices, and move toward intentional action.

The current Coach Jerome & Associates platform expands that foundation through emotional intelligence, relationship growth, authored resources, leadership, and organizational learning.

WHAT AUDIENCES CAN EXPECT

CLEAR

Language that connects insight with everyday decisions.

PRACTICAL

Tools for communication, emotional awareness, leadership, and responsibility.

APPLIED

A facilitated experience that moves from inspiration to structured application.

SHORT INTRODUCTION

Jerome Arrington is a life coach, author, inspirational speaker, and master trainer who helps people and organizations turn self-awareness into meaningful forward movement. His practical, inclusive approach connects leadership, emotional intelligence, personal development, relationships, and organizational learning. Please welcome Jerome Arrington.

Signature Speaking Topics

Each topic is adapted to the audience, event purpose, and available time.

01 Leadership & Transformation

Help leaders and teams navigate change without losing the people inside the process. Audiences explore motivation across generations, resistance and reaction, shared purpose, communication, and practical behaviors that turn transformation into progress.

Legacy connection: Motivating Your Teams and Clients

02 Personal Development

Move from self-defeating reactions toward greater emotional awareness, confidence, and intentional choice. This topic can address negative behavior patterns, personal responsibility, resilience, boundaries, and habits that support meaningful growth.

Legacy connection: Taking Control of Negative Behaviors and Reactions

03 Managing Relationships

Strengthen personal and professional relationships through clearer communication, healthier boundaries, trust-building, and more thoughtful responses. Audiences learn to understand what they need, say what they mean, and stop surrendering their agency.

Legacy connection: Understanding the Power of No!

CUSTOMIZATION Titles, examples, activities, and takeaways are adapted around the event's audience, purpose, and time.

Speaking Products

Final scope, production requirements, and fees are documented in the signed engagement agreement.

01 Keynote Address

45-60 MINUTES

Conferences, associations, leadership meetings, employee events, and opening or closing sessions.

02 Interactive Workshop

60-180 MINUTES

Teams that need guided practice, facilitated discussion, reflection, and actionable next steps.

03 Keynote + Workshop

CUSTOM SEQUENCE

A shared message followed by deeper application with a smaller group or the full audience.

04 Panel / Fireside Chat / Conversation

CUSTOM

Executive conversations, moderated events, podcasts, community forums, and audience Q&A.

OPTIONAL ENGAGEMENT COMPONENTS

- Pre-event planning call with the event lead or moderator.
- Audience-specific examples, facilitated reflection, and guided Q&A.
- Participant worksheet, one-page takeaway, or book integration when appropriate.
- Virtual or hybrid delivery when confirmed in the agreement.

Booking & Event Planning

A clear planning process protects the audience experience and gives the organizer one source of truth.

RECOMMENDED BOOKING SEQUENCE

01	**INQUIRY**	Event date, location, audience, format, theme, attendance, and desired outcomes.
02	**DISCOVERY**	A planning conversation to confirm fit, topic, scope, customization, and needs.
03	**AGREEMENT**	Written scope, fee, payment schedule, travel terms, cancellation terms, and recording rights.
04	**ALIGNMENT**	Organizer supplies context, agenda, brand guidance, and required learning objectives.
05	**PRODUCTION**	AV lead, room layout, presentation files, run of show, accessibility, and arrival details.
06	**DELIVERY**	Presentation, agreed resources, audience interaction, and post-event review.

ORGANIZER ASSETS AVAILABLE

- Short and full biography.
- Professional portrait and logo.
- Session title, description, and outcomes.
- One-sheet, speaker kit, rider, and AV checklist.

IMPORTANT DISTINCTION

This kit and rider support planning. They do not replace the signed speaking engagement agreement.

Standard Speaker Rider - Production

DRAFT FOR CUSTOMIZATION | Confirm every item for the specific venue and event.

AUDIO & MICROPHONES

- Professional wireless lavalier microphone preferred for audiences larger than 25 or whenever movement is part of the presentation.
- Tested handheld wireless microphone as backup and for audience Q&A, when applicable.
- Room sound system sized for the audience and operated by a qualified technician.
- For presentation media, route audio through the room sound system.

PROJECTION & PRESENTATION

- Bright 16:9 projection screen or LED display visible from all seats.
- Presentation computer or confirmed connection path with HDMI and USB-C compatibility.
- Load and test final files before doors open; speaker retains a backup copy.
- Confidence monitor and visible countdown clock are preferred for main-stage events.
- Do not distribute slide files unless explicitly included in the engagement agreement.

STAGE & ROOM

- Clear, well-lit presentation area with safe access and room for movement; a 12-foot-wide by 8-foot-deep clear area is preferred where the venue permits.
- Place screens beside or above the presentation area so the speaker remains visible; keep any lectern movable and outside the center sightline unless requested.
- Seat the audience facing the presentation area and avoid barriers that reduce connection where feasible.
- Provide two bottles of still water at room temperature.

TECHNICAL CHECK

- Schedule a private 30-45 minute technical check before the audience enters with the event producer and AV lead available.
- Confirm microphone, slides, audio playback, lighting, timer, stage access, and run of show.

Standard Speaker Rider - Logistics

Travel, hospitality, schedule, and accessibility details are finalized in writing.

TRAVEL & LODGING

- For air travel or significant out-of-area travel, arrival the evening before is preferred to reduce disruption risk.
- Booking, reimbursement method, class of service, change fees, and spending limits must be stated in the engagement agreement.
- When lodging is required, provide a clean, non-smoking room at the event hotel or a safe nearby business-class property with reliable Wi-Fi.
- Provide or reimburse safe ground transportation between the airport or station, hotel, and venue as agreed.

ON-SITE HOSPITALITY

- Provide a secure holding or green-room space when venue scale and schedule make one appropriate.
- Provide water and reasonable meal access when the speaker is on-site across a meal period.
- Identify one event lead and one AV lead, with mobile contact details, no later than the final planning call.
- Provide final venue address, arrival entrance, parking or loading instructions, credentials, run of show, and emergency contact information.

SCHEDULE

- Build reasonable transition time before and after the session for setup, audience interaction, and schedule changes.
- Notify Coach Jerome & Associates promptly of material changes to date, time, room, format, audience, session length, or recording plan.
- Panel and fireside engagements require moderator details, format, themes, and proposed questions in advance.

ACCESSIBILITY & INCLUSION

- Ensure the presentation area and route are accessible under the venue's applicable requirements.
- Tell the speaker about captioning, interpretation, sensory, mobility, or audience-access needs during planning.
- For virtual or hybrid events, confirm captioning, platform access, host controls, technical support, and a backup connection plan.

Rights & Confirmation

Recording, content use, and final production details must be confirmed before the engagement.

RECORDING, PHOTOGRAPHY & STREAMING

- Photography is permitted unless the engagement agreement states otherwise.
- Audio recording, video recording, livestreaming, rebroadcast, sale, public posting, or training-library use requires prior written approval and agreed usage terms.
- When recording is approved, provide Coach Jerome & Associates a copy of the raw or final media as stated in the agreement.
- Audience members may not independently record the full presentation for redistribution.

CONTENT & MATERIALS

- Speaker retains ownership of presentation content, stories, frameworks, slides, and handouts except for separately licensed material.
- Organizer may use approved biography, portrait, title, and description only to promote the contracted event.
- Participant materials may be copied or distributed only in the quantity and manner approved for the engagement.

FINAL CONFIRMATION CHECKLIST

- Signed engagement agreement and required payment received.
- Date, time zone, venue, room, audience size, and session length confirmed.
- Topic, outcomes, customization inputs, and introduction approved.
- Travel, lodging, ground transportation, and arrival instructions confirmed.
- AV contact, event contact, sound check, room setup, and accessibility confirmed.
- Recording, streaming, photography, slides, and participant-material permissions confirmed.

ACCEPTANCE & CHANGES

The organizer should return the confirmed rider with any requested changes. A mutually accepted revision may be incorporated into the speaking engagement agreement. If venue limitations prevent an item, the parties should agree on a practical alternative in writing before the event.

This planning rider is not a substitute for qualified legal review or the signed engagement agreement.

BOOKING CONTACT

Coach Jerome & Associates

hello@coach-jerome.com | (404) 309-6345 | Atlanta, Georgia | Virtual and in-person