

MOTHERMIND AT WORK

Masterclass Contributor Agreement

This Agreement is made between:

Mothermind Ltd ("Mothermind"), operating the Mothermind at Work platform at mothermind.io/at-work,

and

the Contributor named in the signature section below ("you").

It sets out the terms on which you will contribute a masterclass to the Mothermind at Work library. Please read it in full before signing. If anything is unclear, raise it with us before signing rather than after.

1. The arrangement, in plain terms

You are giving us a masterclass. We are giving you a place on our platform, a contributor page with backlinks to your own work, and a credible context in which to be seen by HR leaders, founders and people teams. No money changes hands in either direction. This is an exchange of value, not a paid engagement.

2. Expertise, credentials and scope

You warrant that:

- a) Everything you present is accurate to the best of your knowledge and, where you make claims of fact, is supported by credible evidence or clearly framed as your professional opinion or lived experience.
- b) You will only speak within your actual area of expertise. You will not present yourself as qualified in fields you are not qualified in. For example, a sleep coach will not give clinical mental health diagnoses, and a lived experience speaker will not present themselves as a clinician.
- c) Any professional titles, qualifications, registrations, certifications or memberships listed in your bio are current, accurate, and held in good standing. If your status with any regulator or professional body changes during the term of this Agreement, you will notify Mothermind in writing within 14 days.
- d) Where you speak as a subject specialist or from lived experience rather than formal qualification or certification, this is clearly stated in your bio and, where appropriate, within the masterclass itself.
- e) You will not present clinical, medical, legal or financial advice as personalised guidance. All content is general educational information.

You will declare your basis for speaking on the topic using one of four labels, which will appear on your masterclass page:

- As a registered professional (registration number on file with Mothermind)
- As a trained and certified practitioner (certifying body named)
- As a subject specialist (recognised standing in the field through work, writing, research, speaking or organisations you have built, evidenced in your application)
- From lived experience

3. Professional indemnity insurance

If you are a registered professional or a trained and certified practitioner, you confirm that you hold current professional indemnity insurance appropriate to your field, or that you will obtain it before the masterclass is published. We may request evidence of cover at any time.

If you are speaking as a subject specialist or from lived experience and do not hold professional indemnity insurance, you must declare this. The indemnity in section 6 still applies to you in full.

4. Editorial control

Mothermind retains final editorial control over all content. This means we may:

- Edit, cut, re-order, caption, or re-title your masterclass
- Decline to publish content we consider unsuitable, off-brief, or off-brand
- Remove the masterclass from the platform at any time, for any reason, without liability to you
- Add disclaimers, context, or signposting alongside your content

Where we make substantive edits to your spoken content we will let you know, but we are not required to obtain your approval of edits.

5. Licence, ownership and hosting

Underlying expertise: You retain ownership of your underlying knowledge, methods, and any pre-existing materials you bring to the masterclass.

The recording: Mothermind owns the recording of the masterclass once delivered to us, all derivative clips, stills, transcripts and captions, and any supporting materials produced by us.

Licence to us: You grant Mothermind a perpetual, worldwide, royalty-free, irrevocable licence to use, edit, host, distribute, promote and create derivative works from your masterclass and supporting materials across the Mothermind at Work platform, our website, our social channels, our newsletters, our podcast, and any future Mothermind product or service.

How we host the recording: Mothermind hosts masterclass recordings on its own YouTube channel as unlisted videos, embedded into the Mothermind at Work portal. Unlisted means the video is not publicly searchable on YouTube but is viewable by anyone with the link. You agree to this hosting method as a condition of contributing.

Third-party platform compliance: You warrant that your masterclass content does not breach the terms of service or community guidelines of YouTube or any other platform Mothermind uses to host or distribute it. This includes music licensing, third-party footage, and any content that could trigger a strike, takedown or claim.

Your use of the recording: You may share the link to your masterclass on the Mothermind platform to promote yourself. You may not download, repost, re-upload or re-edit the recording elsewhere without our written permission.

6. Indemnity

You indemnify Mothermind, its directors, employees and members against any loss, claim, damage, legal cost or expense arising from:

- f) Your masterclass content being inaccurate, misleading, defamatory, or in breach of any law or professional code
- g) Any infringement by you of a third party's intellectual property, privacy or other rights
- h) Any breach by you of this Agreement
- i) Any act or omission by you that brings Mothermind into reputational or legal harm

Mothermind's total liability to you under this Agreement, for any reason, is capped at one hundred pounds (£100).

7. Conduct and reputation

Mothermind may terminate this Agreement immediately and remove your content if:

- You are struck off, suspended, censured, or placed under investigation by any professional regulatory body
- You are charged with or convicted of a serious criminal offence
- You are publicly accused of conduct that, in our reasonable view, materially damages or risks damaging Mothermind's reputation, including but not limited to professional misconduct, harassment, abuse, fraud, discrimination, or significant safeguarding concerns
- You behave in a way that is inconsistent with the values and standards Mothermind holds out to its members

We will act reasonably. We will not terminate over minor disagreements or differences of professional opinion.

8. Confidentiality

Anything you learn about Mothermind during the relationship, including details of our members, our employees, our commercials, our platform, our roadmap, or other contributors, is confidential. You will not disclose it to third parties or use it for any purpose other than fulfilling this Agreement. This obligation survives termination.

9. Use of the Mothermind name

You may say, in your own marketing, that you are a Mothermind at Work masterclass contributor. You may use a Mothermind-supplied contributor badge. You may not:

- Claim to be "Mothermind's expert in X" or use any equivalent phrase that suggests an employment or exclusive partnership relationship
- Use the Mothermind logo, name or marks in any way other than the approved boilerplate we provide
- Speak on behalf of Mothermind, to media or otherwise, without our written permission
- Quote, reference or share any Mothermind member or employee data, even anonymised

10. Confidentiality of case material

If you reference any case study, client story, or example in your masterclass, you warrant that:

- The individual is fully anonymised and not identifiable, or
- You hold explicit written consent from them to share the story in this context

11. No medical advice

Your masterclass is general educational content, not personalised medical, clinical, legal or financial advice. A disclaimer to this effect will appear on the masterclass page. You agree to this disclaimer being displayed and will not represent the content in any other way.

12. Exclusivity and pre-existing recordings

This Agreement is non-exclusive. You are free to deliver masterclasses, talks, content or services to anyone else, including organisations that compete with Mothermind. Equally, Mothermind reserves the right to feature other contributors covering the same or similar topics.

You may submit a recording you have already produced (for example, a keynote, conference talk, or previously published video) rather than recording a new session. If you do, you additionally warrant that:

- j) You own or have secured all necessary rights in the recording, including rights from any videographer, producer, event organiser, co-presenter, employer, or other contributor involved in the original recording.
- k) You hold consent from any person appearing in the recording for it to be shared by Mothermind under the terms of this Agreement.
- l) You have declared in your application where else the recording has been used or published. Mothermind will decide at its discretion whether to accept previously published material.
- m) The recording does not infringe any third party's intellectual property, music licensing, or other rights.

13. Term and termination

This Agreement begins on the date it is signed by both parties and continues until terminated.

Either party may terminate with 30 days' written notice for any reason. Mothermind may terminate immediately under section 7.

On termination, Mothermind may, at its sole discretion, either remove your content from the platform (including from our YouTube channel) or continue to host it under the licence granted in section 5. Termination does not require Mothermind to recover or remove already-distributed material (for example, social clips already published, or copies of the recording that have been shared by viewers before termination).

14. Data protection

Each party will comply with UK GDPR and the Data Protection Act 2018. Mothermind processes contributor personal data (your name, contact details, bio, image, recording) for the purposes of operating the platform and promoting the masterclass. Our privacy notice is available at mothermind.io.

15. General

Entire agreement: This Agreement is the entire understanding between us in relation to the masterclass. It supersedes any prior conversations or correspondence.

Variation: Any change to this Agreement must be in writing and signed by both parties.

Severability: If any clause is unenforceable, the rest remain in force.

No partnership: Nothing here creates an employment, agency, partnership or joint venture relationship between us.

Governing law: This Agreement is governed by the laws of England and Wales. The courts of England and Wales have exclusive jurisdiction over any dispute.

16. Electronic signature

This Agreement is signed electronically via the Mothermind Contributor Application Form at mothermind.io/contributors. By completing the form, ticking the agreement confirmation, typing your full name and submitting, you are entering a binding electronic signature with the same legal effect as a handwritten signature under the UK Electronic Communications Act 2000.

Mothermind will record the following at the point of submission:

- Your typed full name
- Your email address
- The date and time of submission
- The version of this Agreement you agreed to
- The IP address from which the form was submitted

A copy of this Agreement and your completed application will be emailed to you on submission. Please retain it for your records.

Mothermind signatory: Darcey Croft, Founder, Mothermind at Work. This Agreement is countersigned by Mothermind on receipt of a valid application and confirmed in the welcome email.