

Mentor and Mentee Agreement

We are voluntarily entering into a mentoring relationship that we expect to benefit both of us. We want this to be a rewarding experience with most of our time together spent in development activities. To minimize confusion and misunderstanding, we have noted the following features of our relationship:

1. Define our assumptions around confidentiality: _____

2. Frequency and mode (face to face, Skype, email, other) of meetings: _____

3. Length of time of this relationship (1 month, 3 months, etc): _____

4. Specific role(s) of the mentor (e.g., to model, to guide, to observe and give feedback, to recommend developmental activities, to facilitate learning, etc.): _____

5. Both mentor & mentee agree to: Honor commitments; engage in open communication; respect differences of opinion and approach; ask for outside help in resolving differences if needed; "help each other look good".

6. Additional points & agreements: _____

7. We have discussed the mentoring experience as a developmental opportunity and its relationship to our personal and professional goals. The skill areas to be the focus of the current developmental period:

OBJECTIVES

TARGET COMPLETION DATES

8. We agree to a no-fault conclusion of this relationship if, for any reason, it seems appropriate.

Mentor

Mentee

Date

Date