

Sample Mentoring Agreement

Date:

Mentor: *

Mentee: *

We are entering into a mentoring relationship which we expect to be mutually beneficial. We agree to the following:

1. Expectations:

Mentee: I expect my mentor to guide me in my professional development. I will be mindful of my mentor's time and commitment to my progress. I hope to gain insight from my mentor's expertise and knowledge.

Mentor: I expect my mentee to be committed to actively participate in their professional development. I will commit to act in my mentee's best interests. I will not make decisions for my mentee, but will strive to assist in the decision making process.

2. Confidentiality:

We will treat all communications as confidential, unless we agree otherwise.

3. Length of Relationship:

Every relationship will have different time requirements. Use the goals discussed in your initial meeting to determine a reasonable time frame. At the end of any agreed upon term, it is acceptable to agree on a renewal period.

The mentoring relationship is scheduled to last until (provide date): *

4. Frequency of Meetings:

Every relationship will have different meeting requirements. It is recommended that the mentee should meet with their mentor at least quarterly. Use your first meeting to decide on a meeting schedule.

5. Termination of Relationship:

Either the mentee or the mentor may terminate the mentoring relationship at any time, without any fear of retaliation. The decision to terminate should be communicated to the Assistant Dean for Faculty Mentoring, Leon Lenchik.

6. Mentoring Goals:

Indicate the goals for the mentoring relationship that were agreed upon during the initial meeting. The goals may need to be modified as the mentoring relationship progresses.

Mentoring Goals: *

Additional comments: (Optional)