

MENTOR/MENTEE AGREEMENT

A successful mentee/mentor relationship requires a commitment on the part of both partners. The following agreement is intended to provide a starting framework for the partnership. This partnership will be confidential and have clear mutual expectations. Either party should understand that they may withdraw from the relationship at any time by contacting the Vice-Chair for Faculty development. Each party should keep a copy of this agreement and make every effort to fulfill the terms of the agreement.

Mentor _____ **Mentee** _____

MENTEE GOALS

The mentee should establish with the mentor at least three professional development or personal growth goals. ***Goals should be specific, measurable, attainable, relevant and have a time frame.***

GOAL # 1 _____

GOAL # 2 _____

GOAL # 3 _____

CONTACT AGREEMENT

The duration of the formal mentoring program is twelve (12) months. Mentors are encouraged to continue the relationship on a voluntary basis. Contacts with mentee may be in person or by telephone; however, face to face contact is required for the first meeting. Mentee/mentor should allow enough time during a contact for discussion of goals, as well as questions from the mentee concerning their professional and/or personal development.

Mentee and Mentor agree to meet at least once every two months for twelve (12) months.

Mentee and Mentor agree to provide the Vice-Chair for Faculty development with written feedback at the end of 6 months.

Mentee Signature and Date

Mentor Signature and Date