 **Outline Mentoring Agreement**

This mentoring agreement aims to set out some key expectations, so that both the mentor and mentee are aware of their individual responsibilities to achieving an effective mentoring relationship.

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| Mentor name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  I agree to:   * Fully commit to the relationship. * Remain objective and non-judgemental * Deliver constructive feedback * Support and encourage * Be honest and respectful * Uphold confidentiality * Ask open questions * Listen – allow the mentee to explore their thoughts openly * Make time for the sessions * Anything else? | Mentee name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  I agree to:   * Fully commit to the relationship * Open to new ideas which may challenge my thinking * Be honest and respectful * Listen with an open mind and ask questions to mentor * Uphold confidentiality * Make time for the sessions * Be proactive in preparing for sessions * Follow up on agreements and commitments made * Anything else? |

**Schedule:** We will meet at pre-agreed times/dates/locations that are mutually convenient;

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| **Duration of session** | **Number of sessions** | **Frequency** | **Location(s)** | **Start date**  **Review dates** |
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| **Key agreed development objectives:** |
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| **Evidence of goals being achieved:** |
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| **Any other considerations?** |
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**Signatures:** Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Mentor:**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Mentee**:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_