

# MENTOR-MENTEE AGREEMENT FORM

## CONTACT AGREEMENT

The duration of the formal mentoring program is one (1) semester. Mentors are encouraged to continue the relationship on a voluntary basis. Although the mentor/mentee program prefers face to face contact, the Mentee/Mentor may use other modes of communication. Mentee/mentor should allow enough time during a contact for discussion and obtaining of goals.

*Mentee and Mentor agree to meet at least once a month during the semester.*

*Mentee and Mentor to provide a final evaluation of the relationship at the end of the formal program.*

*I understand the Mentee and Mentor relationship, its content, and results are confidential and will not be shared with administration or used for evaluative purposes of either the Mentee and/or Mentor.*

Mentor \_\_\_\_\_

Mentee \_\_\_\_\_

## Personal Development Outcomes

Statements that specify what the individual will know or be able to do because of the learner activity. (The goals of the mentor/mentee relationship.)

***Outcomes should be specific, measurable, attainable, relevant and have a time frame.***

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

## Identify Action

List two or three specific actions to take to achieve each outcome . . . (How you are going to achieve the above outcomes)

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

\_\_\_\_\_  
Mentee Signature and Date

\_\_\_\_\_  
Mentor Signature and Date