

Mentor Connection Service

Mentoring Partnership Contract



This is a statement of commitment to a mentoring relationship between

_____ (mentor) and _____ (mentee).

Mentor commits to supporting the agreed upon learning goals and to help their mentee meet career objectives by accessing appropriate learning resources, personal support, and working to create a useful, honest and confidential mentoring relationship.

Mentee commits to actively progressing toward the agreed upon learning goals and working to create a useful, honest and confidential mentoring relationship.

Both parties agree to abide by the following guidelines:

- **Confidentiality is of the utmost importance.** Whatever we discuss remains between us unless we agree otherwise. We understand that information shared by us with the IAA program manger will also remain confidential.
- We will not use each others position for personal gain.
- We will work together to develop a clear vision for our partnership and appropriate, challenging goals.
- We are both responsible for regularly assessing our progress toward those stated goals, evaluating our process, and offering constructive feedback to each other.
- We are both responsible for reporting to the IAA program manager for periodic evaluations as requested.
- We will determine together what constitutes appropriate time commitments. Once our guidelines are established, we will not make excessive demands on each others time.
- Our time together will be mutually agreed upon and meetings set in advance. We are both accountable for ensuring that meetings occur regularly.
- The option to request a no-fault exit from this contract exists at any time during our mentoring relationship. We agree to constructively discuss any differences with each other before exiting the contract. If we do choose to exit this contract, we are both responsible for contacting IAA program management to debrief.

Signed:

Mentor

Mentee

Date

Date

(print name)

(print name)