

Mentorship Agreement Sample

Mentor Name: _____

Contact Info: _____

Protégé Name: _____

Contact Info: _____

As a mentor, I will:

- Act as a resource and support
- Assist in goal setting and clarification
- Utilize all my skill and experience in working with a mentee
- Provide honest and direct feedback
- Provide unbiased critiques and suggest activities for improvement
- Be willing to give time, energy and attention
- Challenge the protégé to take risks
- Provide this service in a professional and unobtrusive manner

As a protégé, I will:

- Communicate with mentor about goals, needs and feelings
- Be receptive to honest and direct feedback
- Be committed to the mentoring agreement and participation
- Follow through with outside work assigned
- Make arrangements, when necessary, with clients for on-site observations of my work, explaining in advance the role and responsibilities of the mentor
- Be prepared for mentoring sessions – have specific issues identified to discuss, or work completed from previous sessions
- Keep an open mind about the process and participate in a professional manner

Mentors and Protégés read the following and sign below:

The terms of this agreement as stated above are acceptable.

Mentor _____ Date _____

Protégé _____ Date _____