



MENTORSHIP AGREEMENT

This Mentorship Agreement documents mutually agreed upon goals and parameters that will serve as the foundation for your mentoring relationship. Mentors and mentees can customize this agreement to meet their individual needs.

Partners	<p>(Mentor Name) _____</p> <p>I would prefer to be contacted by:</p> <p><input type="checkbox"/> Phone _____</p> <p><input type="checkbox"/> Text _____</p> <p><input type="checkbox"/> Email _____</p> <p><input type="checkbox"/> Other _____</p> <p>I would prefer to be contacted:</p> <p><input type="checkbox"/> By Appointment <input type="checkbox"/> Work Hours (9 am - 5 pm)</p> <p><input type="checkbox"/> Evenings (5 – 10 pm) <input type="checkbox"/> Weekends</p>			<p>(Mentee Name) _____</p> <p>I would prefer to be contacted by:</p> <p><input type="checkbox"/> Phone _____</p> <p><input type="checkbox"/> Text _____</p> <p><input type="checkbox"/> Email _____</p> <p><input type="checkbox"/> Other _____</p> <p>I would prefer to be contacted:</p> <p><input type="checkbox"/> By Appointment <input type="checkbox"/> Work Hours (9 am - 5 pm)</p> <p><input type="checkbox"/> Evenings (5 – 10 pm) <input type="checkbox"/> Weekends</p>		
	Meeting Logistics	Opening Date of Mentorship:	End Date of Mentorship:	We will meet every (<i>frequency</i>):	We will meet at (<i>location</i>):	Our meetings will last (<i>duration</i>):
Goals	During this mentorship relationship, we hope to achieve (list your mentee’s high-level goals):					
Confidentiality	We will hold any sensitive issues that we discuss in the strictest of confidence. Issues that we will not discuss include:					
Ground Rules	During our mentoring relationship, we agree to the following ground rules or expectations for each other (list parameters such as honesty, timeliness, etc.):					
Closure	If either party finds the mentoring relationship unproductive or requests that it be terminated for any personal or professional reasons, we agree to honor that individual’s decision without question or blame.					
Signoff	I agree to uphold the standards established in this Agreement:			I agree to uphold the standards established in this Agreement:		
	_____ (Mentor Signature)			_____ (Mentee Signature)		
	_____ (Date Signed)			_____ (Date Signed)		