

## The Mentor's Code of Conduct

1. Treat your mentee with respect and sensitivity.
2. Conduct the relationship as professional rather than social.
3. Keep any disclosure confidential unless your mentee grants permission otherwise.
4. Focus on providing knowledge and insight into the Canadian workplace.
5. Do not assume the role of counselor, regardless of issues raised by your mentee.
6. Support your mentee in achieving their goals.
7. Help grow your mentee's networks.

I understand and agree to the above code of conduct:

\_\_\_\_\_  
(Full Name)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date Signed)

## The Mentee's Code of Conduct

1. Do not ask or expect your mentor to provide you with a job.
2. Actively seek employment throughout the mentoring relationship.
3. Maintain professional conduct without expectation of friendship.
4. Take the mentoring relationship seriously by striving to meet all commitments.
5. Commit to achieving your goals.
6. Communicate with your mentor at agreed upon times.
7. Be open to learning
8. Listen actively; apply strategies and approaches recommended by your mentor.

I understand and agree to the above code of conduct:

\_\_\_\_\_  
(Full Name)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date Signed)