



**Concerned Initiative for Community and Social Development
(CICSD)
Mentoring Academy**

Mentoring Agreement Form

We are both happily entering into this agreement. We wish this to be a rewarding experience, spending most of our time discussing developmental activities. We agree that...

1. The mentor - mentee relationship will last for a while. This period will be appraised regularly and will end by amicable agreement once we have achieved as much as possible.
2. In between meetings we can contact each other by telephone / email more than once every week / day.
3. The aim of the agreement is to discuss and resolve the following issues:
 - a) Clarification of objectives
 - b) Define, and set expectations,
 - c) Not to disclose to anyone what is discussed.
4. We agree that the role of the mentor is to: Advice, coach, guides and provides feedback while ensure sharing of experience and expertise as appropriate. Offer encouragement and support in trying new things, help mentee move out of his /her comfort zone, identify resources that will help the growth of mentee, and stand as a devil advocate by saying the truth at all times
5. I agree that the role of the mentee is to: Identify learning goals and measure success in the mentoring relationship. Schedule and attend mentors conversations while follow through on commitments, take informed risks, attempt new options and behaviours in supporting careers and development goals
6. I agree to keep the content of these meetings confidential.
7. The mentor agrees to be honest and provide constructive feedback to the mentee. The mentee agrees to be open to the feedback.

Date: _____

Mentor's signature: _____

Mentee's signature: _____

Date for Review: _____