

# Mentor/Mentee Agreement

The purpose of this agreement is to set the ground rules that will serve as the foundation of this mentoring relationship. Note that the terms of this agreement may be altered to fit your individual needs.

## Relationship

As a mentee I will communicate my career goals and experiences for the purpose of better informing my mentor in what I need from them. As a mentor I agree to respect my mentee in regards to their independent goals. We agree to respect each other equally and attempt to work through any communication challenges or relationship conflicts that may arise during the relationship. We understand that if we wish to terminate this relationship we may contact PACE Leadership. We may or may not be matched with a different mentor/mentee.

## Confidentiality

We understand that confidentiality is critical to developing a trusting mentoring relationship. We agree to keep any information discussed in meetings confidential and only share information if agreed upon.

## Time Commitment

We commit to meeting at least two times throughout a given quarter to discuss whatever is relevant to the mentee at that time.

## Personal Terms

Methods of Communication (rules for e-mail, text, zoom, etc.):

Additional Items:

I understand and agree to the terms on this page

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Name of Mentee

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Signature

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Date

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Name of Mentor

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Signature

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Date