

# **MENTEE-MENTOR AGREEMENT**

**[MENTEE] and [MENTOR]**

**NOVEMBER 13, 2023 – May 1, 2024**

The purpose of this agreement is to assist us in documenting mutually agreed upon goals and parameters that will serve as the foundation for our mentee-mentor relationship.

This agreement is expected to be altered to meet individual needs. The following has been discussed and agreed upon by mentor, [name] and mentee, [name].

## 1. Goals:

- Improve emotional intelligence.
- Enhance strategic thought leadership.
- Devise a plan for personal branding to launch a value prop and entrepreneurial goals.

## 2. Steps to Achieving Goals:

- Conduct regular meetings.
- Leverage the appropriate resources and networks to assist with improving and acquisition of skill sets.
- Maximize networks and relationships.
- Hold each other accountable to all action plans devised.

## 3. Meeting Frequency (subject to change if both mentor-mentee are aligned):

- i.e. Every other week
- i.e. 60 minutes
- i.e Zoom or in-person

## 4. Confidentiality:

- Any sensitive issues discussed will be held in the strictest of confidence. Currently, there are no issues that are off limits for discussion.

## 5. Plan for evaluating relationship effectiveness:

- A mid-term touch-base will be conducted to assess effectiveness and progress in achieving goals highlighted above.

6. Relationship termination clause:

- In the event that either party finds the mentoring relationship unproductive and requests termination, we agree to honor that individual's decision without question or blame.

7. Duration:

- This mentee-mentor relationship will continue through the end of the current school year if both parties feel comfortable with its productivity or until an individual decides to terminate.

Mentee Signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Mentor Signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_