

MENTOR Institute

Mentorship through Effective Networks, Transformational Opportunities, and Research

1:1 Mentoring Agreement Template

Start date: _____ **End date:** _____

Mentor Name/pronouns: _____

Mentee Name/pronouns: _____

Our **goal(s)** for this mentoring agreement are _____ (List below).

(Examples: identify educational/research activities, strategically plan for milestones, increase skills/competencies/efficacy, build mentor universe, create networking/teaching/career opportunities, uncover hidden curriculum, develop scholarly identity, etc.)

1. _____
2. _____
3. _____
4. _____

Our **meetings** will occur _____, the meetings are scheduled by _____ and _____ will create the agenda. We agree to come to the meeting **prepared** (having reviewed materials/agenda, etc.).

Roles and Responsibilities

	Mentor	Mentee
Role 1		
Role 2		
Role 3		
Role 4		

In addition to regular meetings, we will **communicate** regularly through _____ . We can expect a reply within _____.
 (Examples: text, email, Slack, etc.) (Examples: two days, a week, etc.)

We will **align expectations** to create timelines and expectations.

Expectation	Timeline

