

# Mentoring Agreement

Mentee Name:	
Mentor Name:	

## Mentoring Goals (Only complete the number required as a focus for the discussions)

<b>Focus 1</b>
Description:
Measures of Success: <ul style="list-style-type: none"><li>■</li><li>■</li><li>■</li></ul>
<b>Focus 2</b>
Description:
Measures of Success: <ul style="list-style-type: none"><li>■</li><li>■</li><li>■</li></ul>
<b>Focus 3</b>
Description:
Measures of Success: <ul style="list-style-type: none"><li>■</li><li>■</li><li>■</li></ul>

## Frequency of Meetings

- Each face to face mentoring meeting is likely to last for up to \_\_\_ hours.
- Each meeting will be scheduled in advance and will take place at agreed intervals.
- Either party will aim to give at least 48 hours notice in the event that a meeting needs to be cancelled or rearranged.

## Confidentiality

Confidentiality will be maintained between the mentor and mentee. The mentor will not relay any confidential information to a third party other than what is agreed with the mentee in advance.

The only caveats to confidentiality are the usual ones, which operate industry wide, and they include the following;

- If it becomes apparent through mentoring that the mentee may be a danger to themselves or other
- If the mentee's health appears to be at risk
- If the mentee discloses that they are acting illegally
- If the mentee reveals that they are acting in breach of the organisation's policies and procedures

## Ethics and Code of Conduct

The mentor will receive support and will conduct mentoring in line with the organisation's Mentoring and Ethical Guidelines.

Signed:  
(Mentor)

Signed:  
(Mentee)

Date:

Date: