

TEMPLATE: Mentorship Agreement Outline

From ***Get Mentored: A Practical Guide for Workers in Culture***
by **Doug Simpson and Drew Knape** (Cultural Careers Council, 1999).

Role of the Mentor

Describe in broad terms the types of help the mentor is prepared to offer, relating each one to the personal and professional changes identified in a Self-Assessment of Career Needs and Objectives.

Confidentiality

What kinds of information, if any, will the mentor share which must be regarded as confidential?

What kinds of information, if any, will the protégé share which must be regarded as confidential?

What kinds of information, if any, cannot be shared between protégé and mentor?

Duration of the Relationship

Date by which objectives should have been met?

Grounds for concluding the relationship early?

Grounds for extending the relationship beyond expected duration?

Frequency of Meetings

Anticipated minimum frequency of regular meetings (days or weeks)?

Other Terms & Conditions

Note any other issues of concern to either party