

## **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