



# THE JAMES C. CAWOOD, JR.

AMERICAN INN OF COURT

Annapolis, Maryland

## Mentoring Program

### Mentoring Relationship Contract

**Instructions:** This is the contract between the Mentor and Mentee. Its purpose is to identify your learning objectives for this program and the details of your mentoring relationship. Please write legibly. Once the form has been completed, the Mentor and Learning Partner should each receive a copy.

The foundation for an effective mentoring relationship includes being clear about your learning objectives.

Take some time to think about and discuss some of the skills, attitudes, and philosophies necessary to reach your objectives. Of the items discussed, select three that you would like to focus on as your learning objectives for the mentoring program.

We have agreed on the following learning objectives as the focus of this mentoring relationship:

1,

2.

3.

We have discussed the way in which we will work together, and to make sure that our relationship is a mutually rewarding and satisfying experience for both of us, we have agreed to:

1. **Meet (or telephone) Regularly.** Our specific schedule of contact and meetings is as follows:
  
  
  
  
  
  
  
  
  
  
2. Look for opportunities to enhance each other's learning. We have identified, and will commit to, the following opportunities
  
  
  
  
  
  
  
  
  
  
3. **Maintain confidentiality of our relationship.** Confidentiality for us means...  
  
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4. Honor the guidelines we have developed for the relationship. Our guidelines will be...
  
  
  
  
  
  
  
  
  
  
5. Provide regular feedback to each other and evaluate progress. We will accomplish this by...

We agree to meet regularly until we accomplish our predefined goals or for a maximum of \_\_\_\_ months. At the end of this period, we will review this agreement, evaluate our progress, and each of us will complete a Final Evaluation Form. The relationship will then be considered complete. If we choose to continue our mentoring partnership, we may negotiate a basis for continuation, so long as we have stipulated mutually agreed-upon goals.

In the event one of us believes it is no longer productive for us to continue or the learning situation is compromised, we may decide to seek outside intervention, contact the Program Coordinator for assistance or conclude the relationship. In this event, we agree to use closure as a learning opportunity.

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

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