

MENTOR Institute

Mentorship through Effective Networks, Transformational Opportunities, and Research

Community Mentoring Agreement Template

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

(Community Mentor optional) Name/pronouns: _____

Peer Mentor Names/pronouns:

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

Our **goal(s)** for this mentoring community 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.).

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 **collaborate** to create timelines and expectations. We will **solve** timeline issues through _____. (Examples: discussion, creating new timelines, etc.)

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

If **Authorship** on projects is part of this partnership, the criteria and plan will be:

(For some guidelines, see information on the MENTOR Institute website.)

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

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We agree to have difficult conversations to **collaboratively problem solve** issues or disagreements by _____ (Please list below.)

(Examples: trying to find common ground, assuming positive intent, consulting student advisory committee, consult someone else in mentor constellation, etc.)

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

We agree to keep **confidential** the following _____ (Discuss only; do not record.)

(Examples: discussions we agree are confidential, family/work challenges, interactions with others in same department, ethnicity, gender, health, or disability status, etc.)

We understand that faculty and students are **required to report** discrimination and harassment on the basis of race, color, national origin, sex, religion, age, disability, veteran status, sexual orientation, gender identity and genetic information. To make a report, contact the Office of Institutional Equity.

Reflection & Open Communication:

We agree to enter this mentoring community as collaborators. We agree that we will address concerns in a timely manner assuming positive intent on the part of the other individual. We agree that should any of us find this partnership to not be a good fit for any reason, we will leave the community without recrimination or blame.

We agree to **revisit this agreement** _____ to ensure that we are still in alignment and to evaluate our progress towards our goals.

(Examples: every semester, every 6 months, once a year, etc.)

Signed:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

*Adapted from Branchaw,, J.L., Pfund, C. & Rediske, R. (2010), Entering Research: A facilitator's manual: Workshops for students beginning research in science. W.H.Freeman & Company. Pfund, C., Branchaw, J. & Handelsman, J. (2014). Entering mentoring. W. H. Freeman & Company