



Mentoring Agreement

I agree to the guidelines and am prepared to make the following commitments to my mentoring partner:

- Participation in Dartmouth's mentoring information session.
- Monthly face-to-face meetings lasting about 1 ½ hours for the first 6 month period and a minimum of 1 face-to-face meeting lasting about 2 hours once a quarter there after.
- Bi-Weekly conference calls in between meetings for the first 6 month period and monthly conference calls there after.
- Correspond via email at least once in between calls.
- Confidentiality - most discussions will be between the mentor and the participant.

My goals for this relationship are:

| MENTOR | MENTEE |
|--------|--------|
| - | - |
| - | - |
| - | - |
| - | - |
| - | - |
| - | - |

Mentor's Signature _____

Mentee's Signature _____

MENTEE'S LEARNING STYLE

My preferred learning style is _____.

I learn best by:

-
-
-

I don't learn well by:

-
-
-

MENTOR'S LEARNING STYLE

My preferred learning style is _____.

I learn best by:

-
-
-

I don't learn well by:

-
-
-

PLANNING FOR YOUR NEXT SESSION

Having a mentoring partner puts you in the enviable position of having yet another person to provide feedback as well as to help you derive the most meaning from your experiences. One effective method for doing that is to analyze an experience with your partner by sharing your thoughts on the following questions:

- ***What happened?*** (*understand the data*)
- ***Why did it happen?*** (*look for nuances, complexities, and patterns*)
- ***What did I learn?*** (*what re-affirms what I already know, and what's different?*)
- ***How can I apply my learning in other situations?*** (*do I see any rules of thumb?*)

Share your insights with your partner and then ask for comments from their personal experience. Most of the time, participant's experiences will be the topic of discussions, but for mentors, going through this process can provide some new perspectives on some old experiences. Remember, a mentor is a person whose hindsight can become someone else's foresight. The best outcome is when both parties are able to capitalize on it. In addition, mentors are encouraged to use this process as they reflect on their own experiences.

To follow are worksheets for recording your reflections and for planning your mentoring discussions. We hope that you will use the worksheet to trigger your thinking about experiences you have in between sessions with your mentor. While it is intended as a guide to plan for and spur your discussions, in no way is it intended to limit them.

REFLECTING ON AN EXPERIENCE

What happened? *(Describe in your own words to further understanding)*

Why did it happen? *(Look for nuances, complexities, and patterns)*

What did I learn? *(What re-affirms what I already know, and what's different?)*

How can I apply my learning in other situations? *(Do I see any rules of thumb?)*
