



OISE MENTORSHIP PROGRAM

Mentoring Agreement Template

To get the most out of your mentorship experience, mentors and mentees should talk about their expectations and goals for the mentoring relationship.

Agree on expectations: How will the relationship work?

1. Meeting together: What works best? Will we meet:
 - a. In-person
 - b. Phone
 - c. Email
2. In general, how often would we like to meet/interact (e.g., once per week, every other week, etc.)? Renegotiate as needed.
3. If a text message, email or voicemail is received, we will get back to each other within:
 - a. 12 hours
 - b. 1-2 days
 - c. Other
4. If we can't make an expected meeting/interaction, how will we get in touch?

Agree on goals: What do you hope to gain from the relationship?

1. Mentees, what are your



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The OISE Mentorship Program values a key career concept called planned happenstance that encourages curiosity, openness, flexibility, optimism, calculated risk-taking and persistence. As you explore your professional and student identities in this program, recognize that your and your mentor's career trajectories may not be linear.

Come prepared for mentoring in 3 steps by 1) identifying your main interests and transferable skills, 2) researching some potential study or career options for discussion, and 3) setting expectations: be clear about your needs, but remember your mentor is not there to do the work for you but to help you work better.

#ž CLARIFY YOUR GOALS

Tell your mentor exactly what you hope to achieve through mentorship. Set a goal and discuss the ways you may be able to accomplish it. You may also set smaller goals for each meeting, which will help you progress quicker and build skills together.

Your mentor should share their own goals and expectations – please be respectful to one another.

\$ž ASK QUESTIONS

Ask for advice on a particular challenge. Has your mentor experienced something similar to you? What steps did they take to overcome it?

Share and engage in stories that help clarify details or emphat

A GUIDE TO CAREER COACHING

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