MENTOR-MENTEE COMPACT
(Adapted from UAB)

This compact is intended to serve as a guideline to facilitate communications between a trainee (mentee) and his/her mentors. It is suggested that the document be thoroughly reviewed and completed by the mentee and his/her mentor individually, and then jointly review and discuss each person’s answers in order to reach an agreement. The mentee should re-write the agreed upon answers before the contract is signed and dated by him/her and each mentor. The mentee is responsible for keeping the compact and reviewing/updating it as necessary.

1. What type of assistance does the mentee want from the mentor in achieving their career goals over the next 1-3 years? Where does the mentee hope their career will have taken them in five years?

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______________________________________________________________________________
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2. What expectations do the mentor(s) have of the mentee?

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______________________________________________________________________________
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3. What expectations does the mentee have of the mentors?

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4. How often will you meet?

______________________________________________________________________________
______________________________________________________________________________
5. When and where will you meet?
______________________________________________________________________________
______________________________________________________________________________

6. For how long? _________________________________________________________________

7. Who will be responsible for scheduling the meetings?
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________

8. What will the meeting topics include?
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______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________

9. What will be the ground rules for discussions? (E.g., confidentiality, openness, candor, truthfulness, etc.)
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______________________________________________________________________________
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10. If problems arise, how will they be resolved?
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______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________
11. Any concerns the mentee wants discussed and resolved?

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______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________

12. Any concerns the mentors want discussed and resolved?

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______________________________________________________________________________
______________________________________________________________________________
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13. How will you know when the mentoring relationship has served its purpose and needs to be terminated?

______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________

14. We have agreed that our initial meetings will focus on these three topics:

a.___________________________________________________________

b.___________________________________________________________

c.___________________________________________________________
15. Any additional areas/issues you want to discuss and agree to?

______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________

Mentor Signature  ____________________________

Date

Mentee Signature  ____________________________

Date

Source: Hook, Edward W III and Audrey Wrenn. UAB Center for Clinical and Translational Science Mentoring Contract.