



College of the Desert Mentoring Agreement

We are entering into a voluntary Mentoring relationship that we expect to benefit both of us. We want this to be a rich and rewarding experience with the majority of our time spent in substantive development activities. To minimize confusion, frustration and administrative details, we have noted the following features in this relationship:

Confidentiality: We acknowledge that personal and professional confidences will be treated as such and that the parties will endeavor to maintain a relationship built on mutual trust, respect, and confidentiality.

Frequency of Meetings _____

Duration of Meetings _____

Type of Meetings (face-to face, zoom, phone call) _____

Location of Meetings _____

Cancellation Preferences _____

Contact Information:

Mentee _____

Email _____

Office Phone _____

Cell Phone/text _____

Preferred method of contact _____ Best time of contact: _____

Mentor _____

Email _____

Office Phone _____

Cell Phone/text _____

Preferred method of contact _____ Best time of contact: _____

Mentee's Primary Objectives:

Mentor's Primary Objectives:

Progress Reporting Frequency: To determine if the relationship is mutually beneficial, if it's working well and what needs to be changed or addressed (once a month is suggested): _____

Duration of Mentoring Relationship: (10 months suggested): _____

This mentoring agreement sets forth how we will work together. We agree to commit to the specified period and to make a good faith effort to resolve any issues that may arise between us during the term of this agreement.

Mentee's signature/date _____

Mentor's signature/date _____

Activities to be completed

Activity	Suggested Completion Date	Date of completion
First Meeting with Mentee	September/ 2022	
Portfolio and Tenure Review Meeting	September/ 2022	
Campus orientation – Tour	October/ 2022	
Classroom/ Counseling Observation	October/ 2022	
Job Market Portfolio (sample syllabus; teaching philosophy statement, equity/diversity/inclusion statement(s), and resume/CV.	November/ 2022	
SLOs and Assessments Meeting	December/ 2022	
Practice Interview	February/ 2023	
PRU and PEPs	March/ 2023	
Committee Shadowing	March/ 2023	
Curriculum Course Review	April/ 2023	
Professional Development	April/ 2023	
Off Campus Activity	May/ 2023	
Other Activities		
Other Activities		
Other Activities		