



UNIVERSITY OF  
**BATH**



**Black, Asian  
& Minority Ethnic  
Mentor Scheme**

# THE MENTEE TOOLKIT

Co-produced with mentees for mentees

The University of Bath  
mentor scheme for aspiring  
clinical psychologists from  
Black, Asian and Minority  
Ethnic backgrounds.



**2022**  
EDITION

# Welcome



We would like to offer you a warm welcome to our mentoring scheme at the University of Bath for aspiring clinical psychologists from Black, Asian and Minority Ethnic (BAME) backgrounds.

We have created this toolkit to support your involvement in the scheme as a mentee. Here you will find information about the values of the scheme as well as tips and ideas on how to make the most of this opportunity.

## About us

The University of Bath clinical psychology training programme recognises the lack of diversity and inclusivity within the wider profession of clinical psychology and clinical psychology training. To address this, the mentor scheme was founded in 2019. The aim of the scheme is to provide a supportive relationship to individuals from Black, Asian and Minority Ethnic backgrounds who have an interest in clinical psychology.

Support is offered via one-to-one mentoring. Each mentee will be paired with two mentors: a Qualified Clinical Psychologist and a current Trainee Clinical Psychologist at the University of Bath.

## A note about the name of our scheme

We recognise the diversity of individual identities and lived experiences, and we recognise that 'Black, Asian, and Minority Ethnic' (BAME) is an imperfect term. It does not fully capture the racial, cultural, and ethnic identities of people that experience structural and systematic inequality. It is currently the most widely used term embedded within social policy documentation, which has been of use in framing the collective experience of racism and inequality. We acknowledge that ethnicity should be self-identified and chosen by each individual for themselves.

We recognise the importance of being explicit about the context, reason and limitations of using any collective term to group populations together (DaCosta et al., 2021). Our aim is to name our mentor scheme as mentees prefer it to be named, thus extensive consultation with mentees has been conducted, and will continue to be. We acknowledge that it is particularly problematic when the acronym is turned into a noun, and we recognise the importance of rectifying this by counteracting this.



# Meet the team

## Dr Josie Millar

(Lead of the Mentor Scheme | Clinical Psychologist | Research Tutor | Lecturer)



Josie is the lead of the mentor scheme. Josie is passionate about supporting this important scheme, due to the distinct lack of diversity within the profession of clinical psychology, both historic and present. Josie is committed to diversifying the field. She believes that having an ethnically diverse and representative workforce is crucial in addressing the significant health inequalities that individuals from Black, Asian and Minority ethnic backgrounds face.

## Afsana Faheem

(Co-Organiser of the Mentor Scheme | Lecturer)



Afsana is the co-organiser of the mentor scheme. Afsana has a special interest in working with people from disadvantaged and diverse ethnic minority communities. This has included community mental health settings and mentorship to students from Black, Asian and Minority Ethnic backgrounds. To help diversify the clinical psychology profession and to make it more inclusive, Afsana developed the 'What About Us' Podcast with Dr Kate Cooper so that the experiences of a diverse range of clinical practitioners could be heard.

## Contact us

Email: [BAME@bath.ac.uk](mailto:BAME@bath.ac.uk)

Twitter: @BAMEmentor

Website: [www.bamementorscheme.com](http://www.bamementorscheme.com)



## Health Education England

The development of this toolkit was funded by Health Education England.

# Contributors of the toolkit



This toolkit has been developed in collaboration with a group of mentees who have previously benefited from taking part in our mentor scheme for aspiring clinical psychologists from Black, Asian and Minority Ethnic backgrounds. In developing this toolkit, the mentees have drawn on their own experiences of being a mentee and their experiences of being mentored. Throughout the scheme we will be asking you for your feedback, which will, over time, help contribute to the evolution of this toolkit.

## **Khyati Patel** (Psychological Wellbeing Practitioner)



*"When I first joined the scheme, I had no intentions of applying for the Doctorate in Clinical Psychology, because I was confused about the process. However, after having multiple sessions with my Qualified Mentor, I felt much clearer about the process and requirements to be able to apply. I even managed to train as Psychological Wellbeing Practitioner (PWP) and now work as Qualified PWP. Thanks to my mentor for expanding my career opportunities to roles other than Assistant Psychologists".* Former Mentee (2019/2020)

## **Mehak Gandhi** (Data Development Advisor)



*"Being the first in my Indian family, wanting a career within Clinical Psychology and mental health, I felt quite limited by not having a clear idea of what roles and pathways are available. Therefore, the BAME Mentoring Scheme seemed a perfect place to start! I now have a better understanding of the different careers in mental health and the realities of the DClin programme... The opportunity to practice mock interviews with my mentors, was very good preparation for future interviews. It helped me successfully secure my current internship role which is part of a Graduate Scheme, called Charityworks".* Former Mentee (2020/2021)

## **Öykü Eyüboğlu** (Research Assistant)



*"My mentors helped me find confidence in my skills and knowledge. Cultivating a sincere relationship with them was key for my personal and professional growth. I loved having professionals who I could trust to discuss the most painful parts of my career path. I still keep in touch with my mentors and other wonderful people I met through the scheme's network!"* Former Mentee (2020/2021)

## **Samawa Zayat** (Assistant Psychologist)



*"The BAME programme broadened my perspective on the varied ethnic backgrounds required in the area of psychology. The quality of support was amazing, being mentored by those who know the profession provided me the space to ask questions and seek career advice! I was taught how to showcase my skillsets and knowledge in a way that attracts employers and other academics – a skill that I will carry throughout my professional life. My mentors worked very collaboratively with me and helped me secure an Assistant Psychologist position within the NHS."* Former Mentee (2020/2021)

## **Oluwafemi Makinde** (Illustrator)



Oluwafemi is a Nigerian born character illustrator and animator. Oluwafemi worked with us to create the illustrations for our toolkits and website. Instagram: @\_silly\_Penciler

*"It's been a great experience working with Josie and Afsana on this project. It was eye opening for me and helped me learn about new ethnicities and cultural groups".*

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# What does the mentoring scheme involve?

Our scheme is a structured mentoring programme that enables aspiring clinical psychologists from Black, Asian and Minority Ethnic backgrounds to obtain support and guidance for their personal, professional and academic growth in relation to the profession of clinical psychology. The programme pairs mentees with two mentors. One mentor is a Qualified Clinical Psychologist and the other is a Trainee Clinical Psychologist who is currently undertaking their Clinical Doctorate at the University of Bath.

## Is this scheme for me?

If you answer 'Yes' to one or more of the following questions, this scheme is for you;

- Do you want to explore your next steps in the field of clinical psychology?
- Are you considering pursuing a Doctorate in Clinical Psychology (DCLinPsy)?
- Do you want to find out more about the DCLinPsy application process?
- Are you curious about what it is like to work in the NHS?
- Are you curious about different work experiences relevant to the DCLinPsy?
- Are you seeking support with preparing a job application for an Assistant Psychologist position or other related role?
- Are you seeking support with interview preparation?

## What can the scheme offer me?

- A space to develop confidence in discussing race, ethnicity and culture — these might be difficult conversation topics, but they can be important and very useful to explore.
- Insight into the role of a Qualified Clinical Psychologist and a Trainee Clinical Psychologist.
- A chance to connect and network with others in the field of clinical psychology.
- Introductions to/ or information about job opportunities that will kick start your career in clinical psychology.
- Opportunities to develop how best to present your personal and professional skills when applying for jobs.
- Guidance and support with Doctorate in Clinical Psychology applications.
- Guidance and support with job applications for Assistant Psychologist posts or other related roles.
- Interview practice and preparation.
- Identifying any developmental needs relevant to clinical psychology (e.g., "How can I further develop my research skills?").
- Practise in using and developing reflective skills.

*If you identify as BAME and you ask yourself these questions then this might be the scheme for you!*

*(Former Mentee)*







# How can I make the most out of the mentor scheme?

In order to get the most out of this opportunity it is essential to be **pro-active!** It is really important that you actively take part in the scheme. Below are some ideas and pointers on how you can do this.

## Getting started

### ***How do I contact my mentors?***

The organisers of the scheme will email you the contact details of your mentors. It is your responsibility as the mentee to email your mentors to organise a time to meet with them.



*As soon as you receive your mentors contact details, send them both a quick email to say hello/ introduce yourself and make a time to meet. Your mentors have offered to volunteer their time to take part in the scheme – they are keen to hear from you!*

## Preparing to meet your mentors

### ***What should I consider before meeting with my mentors?***

Before meeting your mentors, it is helpful to think about and write down what you would like to gain from taking part in the mentoring scheme. For example;

- What are your career goals?
- What are the next steps you need to take to help you move towards your goals?
- What would be helpful to discuss/ ask, relevant to this?

When you meet with your mentors communicate what you are hoping to gain. This will enable the sessions to be tailored to your specific needs and interests. Discuss your expectations (e.g., when and how often you will meet) and find out what your mentors expectations are. It may be useful to discuss what each of you can bring to the relationship.



*Look at the 'mentoring agreement' (last page of this document) and jot down a few points to discuss at your first meeting with your mentor.*

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# Getting started...



## ***How often should I meet my mentors?***

We encourage all mentees and their mentors to maintain regular contact with each other. As a guideline you may wish to meet once a month or every 6 weeks. Please be reasonable in your expectations of your mentor. Your mentor will have their own priorities, expectations, and boundaries in terms of their time commitments and how they would like to work with you. It may be helpful to have a discussion with your mentor about preferences in initial meetings.



*At the end of your first meeting agree a time for your next meeting based on what you have agreed.*

## **Meetings with your mentors**

### ***What is the process of mentoring?***

Sessions will be person-centred, with the mentor encouraging you to share your inner dialogue, personal and professional experiences. It may be helpful to engage in open conversations about identity and culture and how they can enhance your clinical practice. Be prepared to be open-minded and share and reflect on sensitive topics during your sessions. Be respectful, validating, and understanding of your mentors' experiences and thoughts.

### ***What if I feel outside of my comfort zone?***

It is okay to be afraid about going beyond your comfort zone. Remember, your meetings with your mentor could potentially be the place to start conversations about culture, religion, gender, race, and identity. Although, these conversations can feel uncomfortable, the aim of the scheme is to provide a safe space for these important discussions to take place if you wish to do so. Be willing to challenge and be challenged.

## **Taking the lead**

In order to get the most out of mentoring, you are encouraged to take the lead and shape sessions based on your individual needs. For example, take initiative by scheduling meetings and setting the agenda. Bring topics for discussion to every meeting so that you are ready to engage. Be assertive ("*Here's what I'd like to discuss...*") and don't be afraid to ask questions. Own the experience and be proactive. Remember, this is a great opportunity to explore this field and gain some important skills.



# Getting started...



Consider using frameworks such as the S.M.A.R.T. goals to help you plan and run meetings. We've included a template below so that you can plan your own goals.

What can I do?	Your notes:
<p><b>SPECIFIC:</b> The goal must tell exactly what will be accomplished. For example, <i>"During the next hour, I want to discuss X relevant experiences for clinical training."</i></p>	
<p><b>MEASURABLE:</b> This helps you determine if the goal has been completed. For example, measurable goals can be stated as numbers e.g., I want to discuss 3 different work experience options that I could pursue. This will help you keep on track.</p>	
<p><b>ACHIEVABLE:</b> Keep goals realistic for the resources and time available.</p>	
<p><b>RELEVANT:</b> Keep goals and plans relevant to your overall objective. Challenge yourself with the question, <i>"What happens if I don't do this?"</i></p>	
<p><b>TIME:</b> Specify deadlines towards completing any tasks that you and your mentor have set.</p>	

# Possible topics for mentoring sessions



What you choose to discuss in your meetings with your mentors will vary for each individual and will depend on your goals and individual needs. Below we have listed some topics that previous mentees found helpful to discuss with their mentors:

- Discussing the barriers that Aspiring Psychologists from Black, Asian and Minority Ethnic communities experience.
- Discussing culture and identity; for example, you may wish to talk about how you feel your culture has shaped you and your outlook and how this may shape your practice.
- Exploring the values, characteristics and skills that are important in Clinical Psychology
- Identifying and reflecting on barriers to becoming a clinical psychologist and considering how to manage and navigate these.
- Asking your mentor about any difficulties practitioners may experience when working with cultures they are not familiar with.
- Taking about and discussing how one's own cultural, ethnic and demographic background can enrich and add value to the profession.
- Asking for support with applications and interview practice (i.e., mock interviews).
- Asking for advice on career decisions in terms of what experiences might be most valuable to gain in preparation for applying for clinical training.



*Write down one topic or area for discussion with your mentor.*

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*“ At first, I felt awkward discussing a time when I felt discriminated at work. But my mentor was very validating and even shared their own experience of working in a culturally diverse team. ”*

*(Former Mentee)*

# Possible topics for mentoring sessions...



## Possible questions to ask your mentors

Below we have included some potential questions that might be useful to ask or discuss with your mentor:

- I wondered if you could please tell me how your cultural experiences may have influenced your outlook of the psychology profession?
- I wondered if your cultural experiences have influenced your clinical practice?
- Have you or others you know faced prejudice, racism, or discrimination? If so, how did this feel? How did you deal with this? Were there ways to report this?
- I wondered if you could tell me about any barriers, you may have faced when carrying out therapy with ethnically, culturally and racially diverse clients? In your experience have there ways to overcome these barriers? If so, what might these be?
- I wondered if you could tell me about a time, in your career, that you found difficult or encountered barriers due to cultural diversity? I wondered if you could please tell me a bit about how you handled the situation?
- I wondered if we could talk about the approach you take when seeing culturally similar or diverse clients? (e.g., I'm curious about whether you ask your client about their culture, or conduct independent background research about the client's culture, or perhaps avoid discussing culture during the sessions?) Could we talk about how different approaches to this might work?
- I wondered if we could talk about how our ethnic and cultural backgrounds may enrich clinical practice?
- How culturally or ethnically diverse is the team or service you work in?



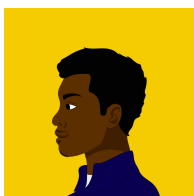
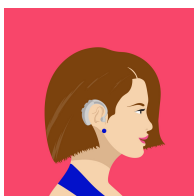
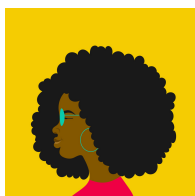
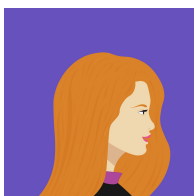
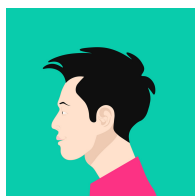
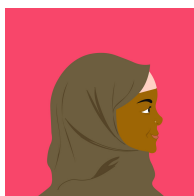
*Write down one question you would like to ask your mentor next time you meet.*

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# Conversations about identity



Thinking about and discussing identity can be useful for increasing self-awareness, understanding, and the value of our own cultural identity. Below are some suggestions and questions that you may wish to consider with your mentors:

- How do our intersectional identities shape us and the way we practice?
- Are you curious about the impact of identity in Clinical Psychology?
- You could discuss the cultural similarities and/or differences between you and your mentor.
- You could explore what your cultural background can bring to the profession (e.g., clinical settings, client work, workplace culture etc.)
- Currently, there are opportunities for Aspiring Clinical Psychologists who identify their background to be Black, Asian or Minority Ethnic (e.g., funded Assistant Psychologist posts etc.). This can be labelled as “Positive Discrimination”. You could discuss with your mentor, how you feel about these specific opportunities.
- You could explore how your cultural diversity may assist you to become a better clinician?
- You could share a time when you experienced or witnessed prejudice/racism/discrimination. How did it make you feel? Did this have an impact on your identity? What did you do about it? Would you approach it differently if it were to occur again?
- You could share a time when you have benefited by being culturally diverse? How did it make you feel?
- You could explore how culturally diverse your current team, service or University course is? How does this impact on your sense of identity within your role?
- You could discuss how important your cultural identity is to you.



*Thinking about your identity, is there an aspect you would like to discuss with your mentor? If yes, write this down.*

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*I found the scheme really helpful in supporting me with my next steps as an MSc psychology student. My mentor laid out potential options (psychology related) that I could pursue after the course. With my mentor encouraging/supporting me with my applications. I really believe the scheme was achieving what it set out to do - to encourage diversity within psychology.*

*(Former Mentee)*

# Top tips for skills building



By making the most out of our mentor scheme, you can actively consider ways to build skills which will help you with applications for future employment and clinical training programmes. The skills listed below are applicable to most psychology related roles. You may wish to think about which still you already possess and which you may wish to acquire or strengthen. You could discuss with your mentor strategies for developing such skills.

- Interpersonal skills: communication, listening, rapport building.
- Time management skills: organisation, workload management, managing conflicting deadlines.
- Knowledge and understanding of mental health and basic psychological principles.
- Knowledge of systemic factors: access, barriers, discrimination, assumptions.
- Knowledge of legislative frameworks: Care Act, Mental Health Act and Mental Capacity Act.
- Understanding and experience of undertaking risk assessments, clinical assessments and administering psychometric tests.
- Knowledge and understanding of the application of therapy models such as Cognitive Behavioural Therapy (CBT), Person-centred approaches, brief interventions, positive behaviour support or any learnings from degree or postgraduate level.
- Self-care: using supervision, work-life balance, managing distressing and challenging situations.
- Reflective skills.
- Demonstrating organisational values: e.g., NHS or British Psychological Society (BPS).



*Write down one skill you wish to strengthen or develop, take this to your next mentoring session to discuss ideas on how you might do this.*

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# Top tips for skills building...



## Demonstrating your skill set

How you demonstrate your skills in a job application or your DClin application is important. This is a part of what will set you apart from other candidates. It is not enough to state what you can do or know; you need to be able to reflect on your skills and demonstrate how they are transferable to the role you are applying for. A helpful structure to follow might be:

- Find out what skills are required for the role
- Give an example of how you have demonstrating that skill
- Write about what you learnt from this experience
- Describe how these skills are transferable to the advertised role



*Are you currently preparing a job application? If so, you may wish to ask your mentor if they would be willing to read this for you and provide feedback.*

## Psychology Related Roles

Looking for jobs can be challenging. However, there are a variety of roles that psychology graduates are well suited to. Some roles will be more competitive than others and you may feel worried if you don't get your ideal post. However, every role contributes to building your unique perspective, which is what makes you stand out as a potential trainee candidate. Below are a few examples of a range of roles that can help build experience when considering a career in psychology:

- Health Care Assistant (HCA)
- Support Worker
- Assistant Psychologist (AP)
- Psychological Wellbeing Practitioner (PWP)
- Research Assistant



*Do you have a question about one of the above roles? Write this down to discuss with your mentor.*

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# Information for mentees who are also international students



If you are an international student interested in applying to the Clinical Psychology Doctorate in the UK, you should be aware that international students (those with overseas status) are currently required to self-fund. Self-funding means that you will be responsible for all costs associated with the three years of training which will include your course fees, living costs, and travel expenses.

## Which DClIn programmes accept international students?

Please check the clearing house website (<https://www.leeds.ac.uk/chpccp/internationalfunding.html>) for more information on course fees for each programme. The Clearing House is a website that compiles a list of postgraduate Clinical Psychology programmes offered in the UK. This is also where you will submit your application.



*Check out The Clearing House website to discover which training courses have places for international students.*

## Visa requirements

To apply for the DClInPsy programme in the UK, you will need to obtain the following visa:

- International trainees must obtain a Tier-4 student visa to study.
- You can check if you need a Tier 4 visa via the UK government website <https://www.gov.uk/check-uk-visa>

## More Information and resources for international students

We have provided some resources for mentees who are international students on our website. [www.bamementorscheme.com](http://www.bamementorscheme.com)

In addition, a website has been created by self-funded, international aspiring psychologists who are undertaking doctorate clinical training in the UK. More information can be found here <https://www.dclinpsy-international.co.uk/>



# Information for mentees who are also international students...



## Taking part in the scheme as a mentee who is also an international student

The role of your mentors is *not* to advise on international student requirements for the DClin (please use the resources provided above to source this information). However, there are many other ways that you can benefit from taking part in the scheme. The following list has been compiled by mentees who are international students, regarding the ways they have found the scheme beneficial;

- Develop transferable skills that are relevant to a variety of roles in mental health (see skills list on previous page)
- Opportunities to learn about different careers in psychology within the UK
- Opportunities to learn about how the National Health Service (NHS) works
- Opportunities to learn about how services such as IAPT work
- Receiving support with job applications for roles within the UK (e.g., roles within the NHS such as positions within IAPT)
- Opportunities to discuss how your experiences of living abroad or coming from a different country and minority background can enrich or add to the profession
- Reflecting on why you want to practice as a clinical psychologist within the UK?
- Reflecting on how your experience in the UK can impact your future career options



*Reflect on the list above and write down one point that you would like to find out more about, take this to a meeting with your mentor.*

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# A note from mentors...

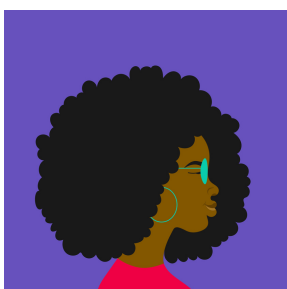
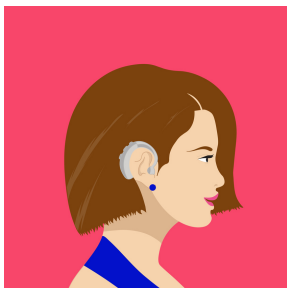


In our roles (as mentors) we really want to support you on your clinical psychology journey, wherever that may lead. We hope to create a safe space for you to explore your career goals, develop relevant skills and reflect on what you bring to the profession.

We want to encourage you and support you in a way that best fits with your personal style and needs. With that in mind, here are some top tips we'd give you for your mentoring journey!

## Top tips from mentors:

- Please tell us what you'd like to focus on in meetings – if you are unsure we can provide options but some direction is really handy – and this guide has lots of ideas!
- Please give us feedback as to how you like to be mentored, including what you find helpful/unhelpful.
- If you cannot make meetings, please let us know in advance, with plenty of time if possible, so we can rearrange and book something else in.
- Feel free to raise any worries/concerns you might have about clinical psychology and/or the mentoring process – we are here to support you without judgement.
- If you feel stuck or have a question, you can use this space to raise it – clinical psychology can be a tricky journey and we want to support you however we can.



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*My first top tip would be to, in very early sessions, have open conversations about what you can offer and how it will work and get that booked in. I think the value of that, is that neither of you have to think about it then until the date pops up. It's really easy to then just turn up on the day and have the meeting, you don't have to think about it in between.*

”

*(Former Trainee Mentor)*

# Frequently asked questions from previous mentees



## ***Who should organise the meetings?***

The mentee is responsible for making the initial contact with their mentors and for arranging the initial meeting. At the end of the first meeting, it is useful to schedule in a date for the next meeting. This will help with momentum and in developing your relationship with your mentors. Alternatively, the mentee can choose to arrange further meetings as and when is helpful.

## ***Where will the meetings take place?***

This should be agreed upon mutually between the mentor and mentee. Meetings can be in person or via online platforms, e.g., ZOOM or Teams.

## ***How often should I meet with my mentor?***

We recommend having meaningful contact with your mentor at least 3-6 times during the mentorship. In the past mentees and mentors have reported that have a meeting every 4 or 6 weeks has been useful.

## ***What happens if my mentor does not respond to my email?***

Try to contact the mentor again. If there is no response, please contact the programme leaders via email: [BAME@bath.ac.uk](mailto:BAME@bath.ac.uk).

## ***What is the timeframe of the mentoring scheme?***

One academic year. The scheme will begin at the beginning of the academic teaching year. If mentees and mentors wish to continue to meet beyond this timeframe, they can mutually agree this.

## ***Can I choose my mentor?***

Mentors and Mentees are normally matched by the programme leaders. Please contact them if you want to discuss this further.

## ***What if I don't connect with my mentor, e.g., we have mismatched expectations? Can I be allocated another mentor?***

We recommend discussing this with your mentor in the first instance. If you feel it can't be resolved, please contact the programme leaders. Your information will be treated confidentially and hopefully, a mutually agreeable solution can be found.

## ***Who do I contact if I have any concerns about the mentoring sessions?***

Please contact the programme leaders. Your concerns will be treated confidentially.

## ***What happens if I want to opt out of the mentor scheme?***

We appreciate that your needs / commitments may change. If you are no longer able to take part, please contact the programme leaders.

## ***How can I get in touch with the programme team?***

You can email the mentor scheme programme leaders at [BAME@bath.ac.uk](mailto:BAME@bath.ac.uk).

# Evaluating the scheme and recognising your input



We want to know about your experiences, thoughts and ideas. Your feedback helps us to ensure continual review and improvement.

## Prospective Evaluation

We will be running a prospective evaluation of the scheme. You will be emailed a link to complete a questionnaire at the beginning of the scheme and again at the completion of the scheme.

If you would like to provide further feedback, we welcome this, and you can contact us via email.

## Contact us

Please don't hesitate to get in touch with us. You can contact via the following;

1. Email: [BAME@bath.ac.uk](mailto:BAME@bath.ac.uk)
2. Twitter: [@BAMEmentor](https://twitter.com/BAMEmentor)
3. Website: [www.bamementorscheme.com](http://www.bamementorscheme.com)

## References

Ideas in this toolkit were informed by:

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- Mind Tools Content Team (n.d.). The GROW Model of Coaching and Mentoring. Mind Tools. [https://www.mindtools.com/pages/article/newLDR\\_89.htm](https://www.mindtools.com/pages/article/newLDR_89.htm)
- NHS Northern Care Alliance (n.d.). Delivering Effective Feedback. <https://www.pat.nhs.uk/community-services/CF2/CF2%20Effective%20Feedback%20Toolkit.pdf>

## Resources

For further resources please visit our website [www.bamementorscheme.com](http://www.bamementorscheme.com)

Podcast: What about us? Cultural awareness in clinical psychology [www.whataboutuspodcast.com](http://www.whataboutuspodcast.com)



# Mentoring Agreement

(To be completed by the mentor and mentee together)

The purpose of this mentoring agreement template is to assist you in documenting mutually agreed upon goals and parameters that will serve as the foundation for your mentoring relationship. This template is expected to be altered to meet individual needs. Ideally the agreement could be discussed, developed and agreed upon during your first mentoring meeting.

Mentee Name:

Mentor Name:

Start Date:

Anticipated End Date:

*(The mentoring programme officially runs for one academic year November to the following September)*

Mentees overall goals for the Mentoring process/ relationship:

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In this mentoring relationship, progress toward the overall goals will be measured by:

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Ideal schedule for frequency and duration of meetings (mutually agreed):

- Day/Time:
- Place/Frequency/Approx. duration:

*Meeting times, once agreed, should not be cancelled unless this is unavoidable. Meetings that are cancelled should be rescheduled. At the end of each meeting, please agree on a date for the next meeting.*

Ground Rules for the Relationship/ Scope of the mentoring:

*(You may wish to consider the following; Confidentiality, proactivity, expectations, roles and responsibilities, tracking and review)*

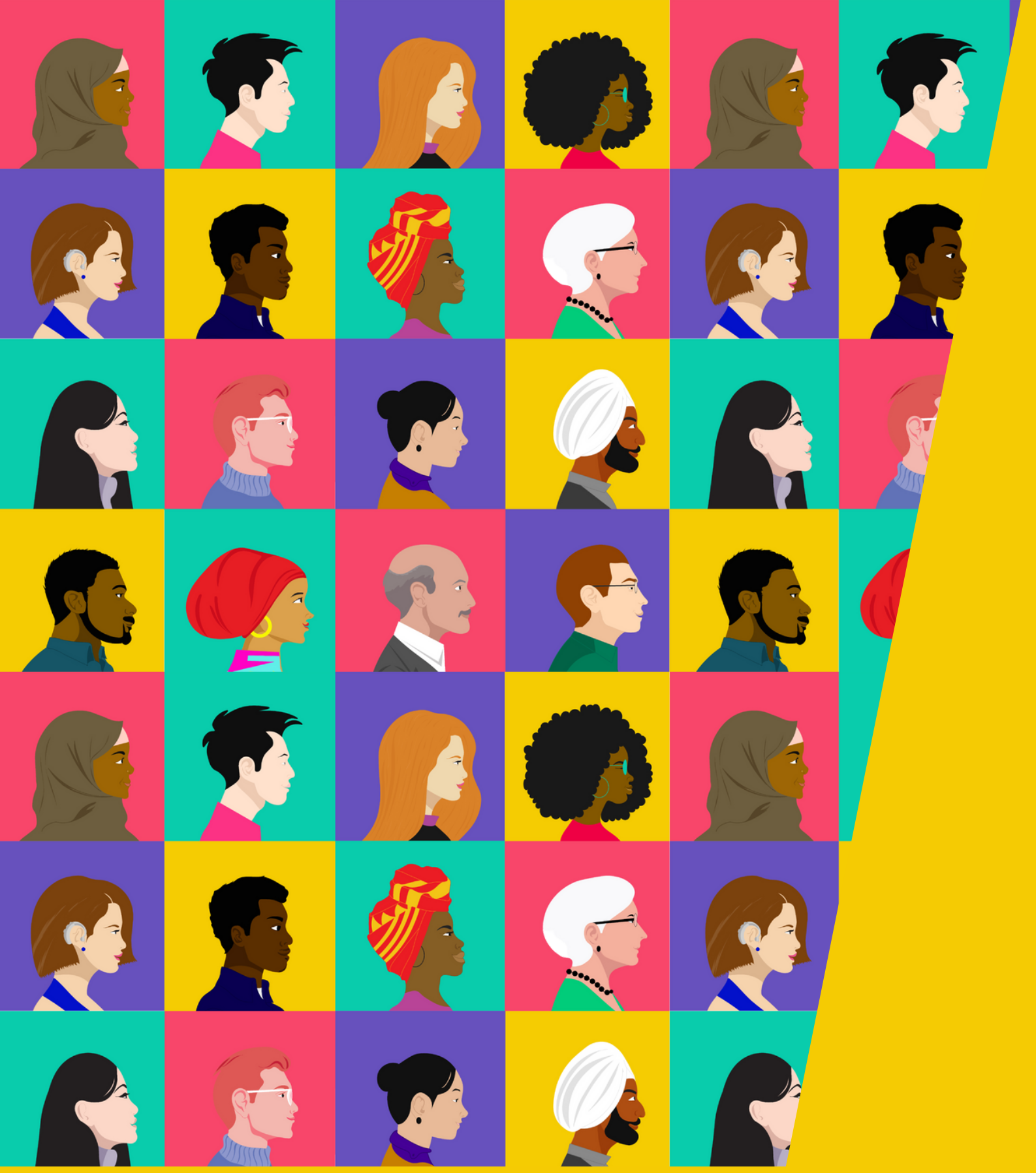
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Mentee Signature:

Date:

Mentor Signature:

Date:



**Black, Asian  
& Minority Ethnic  
Mentor Scheme**

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