Councillor mentoring – **Mentoring agreement**

Name of mentor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of mentee/s or mentee group: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Local authority: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Type of mentoring taking place: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| 1. Starting out  Context – relevant council objective/s:  Your current role/s:  Your motivation for being involved in mentoring: |
| 2. Where are you now?  Your assessment of those aspects of your role you want to strengthen or develop: |

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| 3. Where would you like to be?  Your learning objectives, that is, what you want to have achieved by the end of the mentoring: |

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| 4. The action plan | |
| What form will the mentoring take (general elements / structure)? |  |
| What needs to happen? |  |
| Who will do what? |  |
| When will the actions happen (outline timetable)? |  |
| What resources are needed? |  |
| How will we know the objective has been achieved (evidence of change / outcomes)? |  |
| What will success look like / feel like? |  |

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| 5. What can we expect from each other?  Our rules of trust: |

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| 6. Timescales (when does this need to happen?)  How we will contact each other, and how often: |

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| 7. Anything else we need to spell out? |