

FIA National Mentoring Program Terms and Conditions

The Nature of Mentoring

In an ideal mentoring relationship both parties grow. Mentors are usually people who have broader experience, knowledge or skills and are prepared to share this with someone who is keen to learn and develop. While mentees have a lot to gain from the wisdom of their mentor, mentors also benefit from the challenge of such a relationship, and from seeing development in their mentee. It's important to remember that the mentor relationship is a two-way street, and it will only work if both parties are willing to communicate and act on their commitment to each other.

Commitment/Expectations

The Mentor and Mentee acknowledge and agree to:

- the minimum commitment is 4 x 1.5 hour meetings over the 8 month program (this may include face-to-face meetings, emails, phone calls and online video conversation);
- participate in any program evaluations and reviews
- be FIA Code compliant and act ethically and morally in all interactions with each other
- enter the mentor/mentee relationship respectfully and on a voluntary basis
- contact the FIA Education Coordinator should either the Mentor or Mentee want to withdraw from the program

The Mentee agrees to:

- be responsible for initiating and scheduling meetings
- organise an (formal or informal) agenda of discussion topics for meetings
- contribute to discussion and resolution of issues raised in meetings
- be respectful of the working environment and commitments of the Mentor

The Mentor agrees to:

- negotiate a commitment for ongoing communication
- contribute to meaningful discussion and resolution of issues raised in meetings
- be open and honest with the Mentee and work towards the goals established at the beginning of the program
- be respectful of the working environment and commitments of the Mentee

Confidentiality

Both the Mentor and Mentee agree to keep all conversations and session content confidential.

No Liability

FIA's role is solely to introduce the mentor and mentee to each other and is not liable to mentor and mentee for any outcomes that may eventuate from the introduction. The mentor and mentee acknowledge that the mentor will not give commercial or financial advice to the mentee and the mentee is solely responsible for the development of their personal career path.

If you have any questions about any of the terms and conditions in the agreement, please contact training@fia.org.au.