

Mentorship Agreement

We (mentor, _____, and mentee, _____) agree to enter into a mentorship relationship for a period of one year (Date, _____). By entering into this agreement, the mentor recognizes his/her role as a professional role model and that he/she will share advice, experience, and guidance consistent with the U.S. PHS core values of Leadership, Service, Integrity, and Excellence. The mentee understands that the relationship is designed to meet his/her needs, but that primary responsibility for career planning and personal development remains the responsibility of the mentee.

The following are areas of specific interest to the mentee (check all that apply):

- Advancement/Promotion in PHS
- Continuing Education
- Professional Organizations and affiliations
- Professional licensure
- Perspective on PHS jobs outside my current agency
- Career planning and tracking (check all that apply):
 - Administrative/Program Management
 - Epidemiology
 - Laboratory
 - International health
 - Research
 - Training
 - Leadership
- Other: _____

In order to facilitate cooperation and avoid obstacles, we agree to the following terms:

➤ Frequency of mentor-mentee contact: _____

(The Subcommittee recommends that both parties should communicate at least quarterly.)

➤ Preferred method(s) of communication: _____

The following are the discussed and agreed upon Mentoring objectives/goals:

- _____
- _____
- _____
- _____

Other: _____

We acknowledge that we have discussed this relationship and understand it to be an important developmental opportunity for both participants. We agree to respect the other's personal requests and to maintain confidentiality before, during, and after the mentoring period. We recognize that our participation in this career and professional development program is voluntary and may require non-duty and off-duty time. We further understand that either participant may end the relationship without question or repercussions at any time by contacting the SciPAC Mentoring Subcommittee Chair.

The following are websites in which you can find useful information on the SciPAC Mentoring Program:

http://usphs-scientist.org/documents/careerdev_content/mentoring.pdf

<http://usphs-scientist.org/subcommittees.htm#Mentoring>