

**INTERNATIONAL SOCIETY OF LIMNOLOGY** (SIL**)**

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**Mentor-Mentee Agreement**

The purpose of this agreement is to help a mentee and mentor decide on guidelines that will be the foundation of their relationship. The two parties can use this document as a starting point for conversations.

This agreement is designed to work for limnologic researchers and/professionals. If there are any sections that don’t apply to your situation, cross them out or amend them. You can also add any additional agreements or details.

**Mentee Responsibilities**

* I will take ownership of my educational and professional experience and will set goals for what I want to accomplish. Specifically, my goals under this program are to:
* I will be a good collaborator, engaging in effective and frequent communication, mutual respect, trust, and shared goals.
* I will maintain a high level of professionalism, self-motivation, engagement, scientific curiosity, and ethical standards throughout this program.
* I will meet (virtually) with my mentor regularly and provide updates on my progress.
* I will actively cultivate my professional development and take advantage of resources that will support my development, such as seminars, conferences, informal educational activities, and professional memberships.
* I will engage in SIL activities when needed related to this mentorship program.
* If that is the case, I will mention to my already existing supervisor that I am participating in the SIL mentorship program.

**Mentor Responsibilities**

* I will support my mentee in the achievement of their above-mentioned goals.
* I will support the scientific development of my mentee and provide general feedback on drafts of manuscripts or conference contributions, as well as support their overall career advancement, and act as their advocate.
* I will be available for regular (virtual) meetings and informal conversations.
* I will encourage my mentee to attend professional meetings or education sessions and provide guidance on how to make the best use of those opportunities.
* I will strive to be supportive, equitable, accessible, encouraging, and respectful.

**Mutual Agreements**

* This mentoring relationship will continue up until \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.
* All parties agree to participate in ongoing reviews of the mentorship program with the SIL Secretariat.
* If anyone finds that this relationship is unproductive and asks to terminate it, all parties will honor that request without question or blame, and will mention it to the SIL Secretariat.
* If relevant and justified, possible co-authorship of mentor on mentee’s publications will be discussed

Mentee’s signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mentor’s signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*This agreement is adapted from the American Society of Nephrology' Mentor-Mentee Agreement*

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