

Between ..... and .....  
(Mentor) (Mentee)

We have discussed and agreed on the issues below.

### Goals for the Industry Mentoring Program

We have agreed on the following goals/objectives as the focus of this mentoring relationship.

1. ....  
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2. ....  
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3. ....  
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4. ....  
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### Mentoring Activities / Tasks / Discussions

List the professional development activities/discussion topics/tasks/projects or other activities you plan to undertake during the mentoring relationship in order to achieve goals set for the Program.

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.....

We have discussed and agreed on the following:

- Responsibilities and expectations
- Availability of mentor (workload and personal commitments)
- Level of mentee commitment (study timetable and work requirements)
- Confidentiality
- Abiding by the Code of Conduct (please refer to the 'Mentoring Handbook', Appendix 1)
  
- Preferred methods of contact (e.g. phone, email, in-person)

Mentee's signature: ..... Date: .....

Mentor's signature: ..... Date: .....

**To submit this form, please upload to the relevant step in your mentoring workflow.**  
<https://griffithmentoring.xinspire.com/programs/imp>

Please direct any queries to [industrymentoringprogram@griffith.edu.au](mailto:industrymentoringprogram@griffith.edu.au)