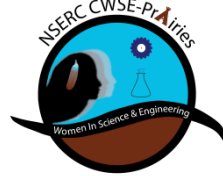


**CWSE-Prairies &
University of Manitoba Faculty of Agricultural & Food Sciences
Agriculture Mentorship Program**



2018-2019 Mentoring Agreement



GROUP CONTACT DETAILS:

Student:

| | |
|----------|--|
| Name | |
| Employer | |
| E-mail | |
| Phone | |

Mentor:

| | |
|----------|--|
| Name | |
| Employer | |
| E-mail | |
| Phone | |

Mentor:

| | |
|----------|--|
| Name | |
| Employer | |
| E-mail | |
| Phone | |

PROGRAM EXPECTATIONS:

To finalize realistic expectations for the mentoring relationship, please discuss together your expectations, goals and frequency of contact. The Faculty of Agricultural & Food Sciences (FAFS) Mentoring Handbook has many resources on the mentoring relationship.

We, the student and mentor(s), agree to the following Program Expectations for the Agriculture Mentorship Program.

Our goals for this mentoring relationship are:

Our expectations for how we will achieve these goals are:

Meeting times (frequency, duration) and other methods of communication:

Additionally, we agree to the following:

- To attend and actively participate in all sessions with our mentorship group, or advise the Mentorship Program Coordinator and our partners (mentor/student, as applicable) if we are unable to attend;

- To make a commitment for the duration of the program (October 2018 to April 2019);
- To engage in the mentoring relationship with an open mind;
- To keep discussions confidential, unless it is deemed necessary to share the information for safety concerns, or if agreed to by the mentor or student;
- Ask the Mentorship Program Coordinator for assistance whenever clarification is needed, or there is difficulty with the mentoring relationship;
- Notify the Mentorship Program Coordinator of any changes in employment or university attendance, or in contact details;
- To provide confidential, open and honest feedback on the program and mentoring relationship, as requested; and
- To work to develop and maintain a mutually rewarding mentoring relationship.

MENTORING RELATIONSHIP AGREEMENT:

We, the student and mentor(s), agree to the development of an open, committed, and dynamic relationship based upon trust, clear communication and dedication to professionalism.

We understand and agree that this mentoring relationship is to create a comfortable, positive, and supportive environment for the student to improve her professional and personal skill development through continued exposure to the agricultural sector and its opportunities.

We understand and agree that we each have roles and responsibilities that include the following:

- Discuss expectations as well as working towards the goals of the mentoring relationship;
- From a student-driven perspective, work together to communicate and arrange meetings, at minimum, once per month;
- Attend Agriculture Mentorship Program events together;
- Maintain confidentiality and a professional conduct at all times throughout the mentoring relationship.

The Mentor

As an individual, the mentor will strive to:

- Be honest and realistic;
- Be supportive and encouraging;
- Be flexible and reliable;

- Help build confidence in the student and other members of the program;
- Be respectful of the student's social and cultural environments;
- Challenge the student to consider new or different opportunities or perspectives;
- Provide listening, coaching and feedback;
- Serve as a source of information, training and encouragement.

As a career coach, the mentor will strive to:

- Establish a foundation for clear, open communication with the student;
- Help the student articulate their career goals and develop creative, independent thinking;
- Advise the student on career paths and development opportunities;
- Provide guidance in networking and in developing business relationships;
- Share their experience, knowledge and wisdom with the student;
- Provide the student with honest and constructive information and feedback;
- Utilize their knowledge of opportunities in the Manitoba agriculture and food science industry while mentoring the student.

The Student

As an individual, the student will strive to:

- Commit to learning;
- Be flexible in the mentoring relationship and understand its bounds;
- Listen to what their mentor has to say;
- Be respectful of the mentor's social and cultural environment;
- Assume primary responsibility for the success of the mentoring relationship;
- Use the mentor's time and counsel wisely.

As a prospective agricultural professional, the student will strive to:

- Formulate and articulate their career goals;
- Display a genuine interest in professional and personal growth;
- Be diligent with time management and communication;
- Ask questions of their mentor and take advantage of advice and wisdom received in a non-defensive manner;
- Develop an agenda for meetings with the mentor;
- Communicate with the mentor in a respectful and professional manner;
- Be proactive in pursuing opportunities and networking relationships;
- Provide the mentor with honest and constructive information and feedback.

All parties agree to provide confidential open and honest feedback about the Agriculture Mentorship Program to each other and to the Program Coordinator.

Based on the above roles and responsibilities, we, the student and mentor(s), agree to fulfill our roles for the successful completion of the mentorship program.

We realize the purpose of the program is to equip each student with the skills necessary to advance their career development. In support of this skill-building, we agree to meet a minimum of once per month by telephone or in-person.

We agree to review the effectiveness of this relationship at minimum on a monthly basis. We understand and agree to this relationship may be terminated at any time by either the student or mentor via written notice to the Agriculture Mentorship Program Coordinator at Siobhan.maas@umanitoba.ca.

AGREEMENT SIGN-OFF

Student Name

Student Signature

Mentor Name

Mentor Signature

Mentor Name

Mentor Signature

Date