

Code of Ethics

Mentoring occurs through a series of conversations in which one person draws on their experience, expertise and knowledge to advise and guide a less experienced person in order to enhance their performance or support their development.

Mentoring is a confidential activity in which both parties have a duty of care towards each other. The mentor will only disclose information when explicitly agreed with the mentee or when they believe there is a serious danger to the mentee or others if the information is withheld.

Participation – of both parties – is voluntary. Either party may break off the relationship if they feel it is not working. Both parties share responsibility for the smooth winding down and proper ending of their relationship.

The mentor's role is to respond in a non-judgmental and primarily non-directive manner to the mentee's performance and development needs. The aim is to help the mentee to articulate and achieve goals. The mentor will not impose their own agenda, nor will they intrude into areas that the mentee wishes to keep off-limits.

Both parties will respect each other's time and other responsibilities, ensuring they do not impose beyond what is reasonable. Both parties will also respect the position of third parties.

The mentor will be aware of and operate within the limits of their experience and expertise.

Both parties will be honest with each other about how the relationship is working.

Mentor

Signed Agreement

I, _____ agree to abide by the ethical principles and rules outlined in this document, and to ask for assistance and advice whenever it is not clear what I should do.

Signature: _____ Date: _____

Mentee

Signed Agreement

I, _____ agree to abide by the ethical principles and rules outlined in this document, and to ask for assistance and advice whenever it is not clear what I should do.

Signature: _____ Date: _____

This Code of Ethics Agreement is to be signed by both the Mentor and the Mentee at the start of the Mentoring Relationship. One copy sent to the Program Co-ordinator and a copy kept by each of the parties.