



University of Dayton Alumni Mentoring Program

Mentor Agreement

I wish to participate as a mentor in the University of Dayton Mentor Program and therefore agree to the following:

1. Create or update a relevant LinkedIn profile.
2. Review and use the Mentoring Program Handbook as a reference guide.
3. Connect with my mentee at least once a month (in person if possible) during the academic year beginning in October and ending in April.
4. Communicate with and respond to my mentee in a timely manner.
5. Notify my mentee if I cannot meet/connect with him/her for any reason and reschedule any cancelled meetings.
6. Be a resource to my mentee between our regular scheduled monthly meetings.
7. Communicate in a timely manner with program coordinator, Ashley Kessler, if I feel uncomfortable or experience any issues or problems during my participation in the program.
8. I will share resources with my mentee, including, but not limited to: short term career exploration experiences, informational interviews and shadowing experiences as my situation permits.
9. I am aware the University of Dayton Career Services has resources and services for my student mentee to use for additional assistance in their career development.

Printed signature _____

Electronic signature: _____ **Date** _____