

## Mentorship agreement

I, \_\_\_\_\_ (mentor) and \_\_\_\_\_ (BH Robbins Scholar mentee) do hereby enter into a formal mentoring agreement on this day \_\_\_\_\_.

### 1. Time Commitment

- The mentee will discuss with his/her mentor the available research time and commits to spend adequate time devoted to the research project.
- The mentor and the mentee shall meet individually at least once a month and more often if needed.
- The mentor and mentee agree to meet every 6 months with the mentorship committee (as described below).

### 2. Professional Development

- The mentee shall attend the following conferences locally (e.g. Lab meetings, Discovery lectures, IRB Seminars, Responsible Conduct of Research etc.)

\_\_\_\_\_

- The mentee shall attend the following national meeting(s):

\_\_\_\_\_

### 3. Scientific productivity

- The mentor and mentee have set the following goals for the next year:

❖ First abstract submission \_\_\_\_\_

❖ First manuscript submission \_\_\_\_\_

❖ Career development grant submission \_\_\_\_\_

#### 4. Resources

- The mentor agrees to provide access to the following resources for the mentee's development (select all that is applicable)
  - ❖ Space \_\_\_\_
  - ❖ Equipment \_\_\_\_
  - ❖ Supplies \_\_\_\_
  - ❖ Personnel \_\_\_\_
  - ❖ Database/access to research subjects \_\_\_\_
  - ❖ Travel funds \_\_\_\_

#### 5. Mentorship Committee and Progress Report

- The mentor will establish a mentorship committee composed of research and career advisors. The members of the mentorship committee are:

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- The mentee will submit a written report to the BH Robbins Directors each six months outlining the progress of the BH Robbins Scholar in the prior six months.

#### 6. Conflict resolution

- Conflicts can arise in a mentor-mentee relationship. The mentor and mentee agree to use open communication as a first step to address any such conflicts. As a next step, the mentor and mentee agree to seek the input of the Directors.

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Mentee

date

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Mentor

date