#### The *mission* of the Center for Experimental & Applied Economics is to “Nurture a community engaged in innovative, evidence-based research and dissemination of results to inform policy and promote sustainability at the nexus of agriculture and the environment.”

#### Mentoring Benefits

For the Mentor:

* Opportunity to make a significant contribution to the Center
* Opportunity to pass along knowledge and experience
* Demonstration of leadership
* Personal satisfaction of helping another colleague to improve, learn, and grow

For the Mentee:

* Assistance with professional development and networking
* Increased knowledge of the Center and its activities
* Advice about research activities and/or strategies for academic and professional success
* Better knowledge about professional opportunities (e.g., securing paid internships)

For the Center:

* Fostering an environment that nurtures personal and professional growth through the sharing of information, skills, attitudes, and ideas
* Promoting a training model in which leaders teach other leaders
* Increasing job satisfaction for mentees and mentors by providing resources and a structure for professional development.
* Sharing and leveraging knowledge and skills throughout the Center

***Mentor Responsibilities and Expectations***

**A successful mentor typically:**

* **Fosters self-development:** helps the mentee take charge of her or his own growth, and does not expect the mentor to follow all advice or act on all suggestions.
* **Encourages broad thinking:** ultimately concerned that the mentee gains perspective and is successful at growing.
* **Provides informal guidance:** not responsible for managing the performance of the mentee.

***Mentees are expected to:***

* Discuss expectations with mentee
* Spend a minimum of 2 hours per month with the mentee during the semester
* Attend at least one educational lecture or seminar with mentee per semester
* Listen to and respect your mentee
* Connect in with the mentee before and during Center social gatherings
* Try to offer helpful advice and guidance, and provide consulting/coaching on mentee's development activities, as requested
* Offer help & follow through on commitments
* Periodically review how the mentor-mentee relationship is going (see below)

***Mentee Responsibilities and Expectations***

**A successful mentee typically:**

* **Drives the mentoring relationship and makes it high-value:** take an active role in one’s own learning by initiating and driving the mentor-mentee relationship.
* **Actively seeks advice:** come to meetings prepared to ask questions and accept advice.
* **Is willing to try new strategies to accomplish goals:** be open to new ideas and ways of doing things.

***Mentees are Expected to:***

* Discuss expectations with mentor
* Schedule meetings and activities with mentor
* Attend at least one educational lecture or seminar with mentor per semester
* Identify initial learning goals, seek feedback, and ask questions
* Allocate time and energy to accomplish goals
* Respect mentor’s time, and follow through on commitments
* Periodically review how the mentor-mentee relationship is going (see below)

***Mentors and Mentees are Not expected to***

* Be an expert or get things right the first time
* Know all of the advice they should give or all of the questions they should ask
* Fit all teaching and learning into one mentoring relationship
* Develop a friendship beyond the mentor-mentee relationship

***To Start the Mentoring Relationship***

1. ***Establish and Develop the Boundaries of the Relationship***

Effective mentors and mentees discuss and agree personal and professional boundaries in their initial meeting. This includes what is in-bounds and out-of-bounds. It is at the start of the relationship that these issues, should be brought out, for example:

* Scope of discussions
* Amount /type of communication outside meetings
* Style of feedback

1. ***Mutually Agree on the Goals of the Relationship***

Effective mentors encourage their mentees to share their needs, expectations, and goals. Then mentors and mentees can refine the goals together.

1. ***Agree on a Meeting Schedule***

Mentors and mentees who have an effective relationship determine the frequency and length of their time together early in the experience. They reflect on the purpose of the mentoring relationship and each other's schedules.

***Periodic Reviews***

## In your relationship you and your mentor should check in with each other on how the relationship is progressing. You can do this verbally, or exchange reviews in writing. Below is a sample review you can use with your mentor:

1. My initial goals for the relationship were:
2. In this mentoring relationship, I gained the following knowledge and/or skills:
3. Other benefits I have received from this mentoring relationship
4. How could this mentoring relationship be more effective?
   1. What I could have done differently:
   2. Feedback for my mentor:
5. Other comments:

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_