



Mentoring agreement

between

(name of mentee)

and

(name of mentor)

The mentor and mentee agree on a mentoring partnership within the framework of Athene Mentoring.

Goals of the mentoring partnership

The goal of mentoring is to provide the mentee with extracurricular support from the mentor with regard to her progress in research and studies. This takes place through a mutual exchange of experiences and discussion of the mentee's specific questions.

Possible topics include:

- ★ Decision regarding the next qualification level
- ★ Situation as a woman carrying out studies and research
- ★ Compatibility of family with studies and academic work
- ★ Work-life balance
- ★ Structure of the academic system
- ★ One-to-one practical support in career planning and design
- ★ Financing of studies and academic qualification process
- ★ Requirements of a career in academia
 - Publications:
 - Research
 - Third-party funding acquisition
 - Teaching
 - Membership in associations and networks
 - Academic conventions
 - Career-relevant time abroad and international contacts
 - Leadership and personnel management tasks
 - Appointment procedures
- ★ Other topics:

Among these, the following are of particular importance:

The agreed-upon goal of mentoring is:

Forms of work:

It is important that mentoring is compatible with studies, research, and work as a University employee. Therefore, it is up to the mentor and mentees to decide on the feasible frequency of their meetings. We recommend an appointment every four to eight weeks.

Mentoring meetings are to be held every _____ weeks.

The meetings take place in person or via video call. They may be supplemented by telephone calls and e-mail exchanges as needed.

If possible, the mentee informs the mentor in advance of the topics she would like to discuss. The mentor structures the meetings.

Early termination of the mentoring partnership:

This mentoring is a personal and voluntary agreement for a limited period of time and may be terminated at any time in writing with no legal consequences.

Confidentiality agreement:

The mentoring partnership is characterized by mutual respect, appreciation, and trust. It is based on the principles of openness and reliability. Mentor and mentee respect each other's privacy. They undertake to keep the content of their discussions confidential.

In addition, this agreement should specify whether the mentoring relationship should be kept anonymous or whether the two participants may disclose to others who their mentor or mentee is.

We would like to keep our mentoring relationship

- anonymous
- not anonymous

_____, _____
Place Date

Mentor's signature

Mentee's signature