



NYS Public Health Corps Fellowship Program Mentor/Fellow Agreement

As your mentor, I will serve as a professional role model during your fellowship and act as a technical advisor beyond the classroom, facilitating peer-learning and providing relevant mentoring, career planning and navigational support within the local public health landscape as you address challenges in your specific assignment.

We are voluntarily entering into a mentoring relationship that we expect to benefit both of us and the NYS Public Health Corps. We want this to be a rich, rewarding experience, with most of our time together spent in substantive development activities. To minimize the administrative details, we have noted these features of our relationship:

- Duration of the relationship: The duration of this learning partnership will be from the date we establish our Mentor and Fellow agreement for one year or until the conclusion of your fellowship if greater than one year. Date:
- Confidentiality: For a mentoring relationship to develop, both the Mentor and Fellow must feel that discussions of private issues or problems are being handled with discretion. Based on this understanding, we (Mentor and Fellow) agree as a professional courtesy to keep confidential the specifics of our discussions unless given permission to share this information with others.
- Confidentiality to us means...

- Mentor Role and Responsibilities:
 - Meet with you on a regular basis to give you professional support and guidance as it relates to your fellowship project and your overall public health career goals.
 - Recommend professional development topics and opportunities to promote your advancement in the field of public health.

- Fellow Role and Responsibilities:
 - Bring at least one learning opportunity you are seeking professional guidance from to each Mentor/Fellow meeting as it relates to the goal(s) of your fellowship project.
 - Actively participate and follow up on professional enrichment activities established at Mentor/Fellow meetings.

- Frequency of meetings: Our specific schedule of contact is as follows (subject to change):

Bi-Weekly	Monthly
Other	

We have agreed upon the following ground rules:

*Examples: "We will show up to our meetings on time and ready to meet without distractions."
 "We will call or email each other if something comes up so we can reschedule."*

- Ground Rule 1:

- Ground Rule 2:

- Ground Rule 3:

We have agreed on the following goals to be the focus of this relationship and have identified a plan to measure our progress as follows:

Mentor/Fellow Goals

Goal 1:

Goal 1 Measurement:

Goal 2:

Goal 2 Measurement:

Goal 3:

Goal 3 Measurement:

At least once during the course of the year, and again at the conclusion of the mentoring cycle, we agree to review this agreement and evaluate the progress made toward achieving our goals.

If any issue arises that may prohibit either party from successfully continuing the mentoring relationship, the Mentor and/or Fellow will reach out to the Local Coordinator or Fellowship Placement Coordinator.

Mentor	Date
Fellow	Date
Fellowship Placement Coordinator	Date