The Eastern Region Rowing Council is enabling experienced coaches to enter into a voluntary mentoring arrangement with other coaches in the Eastern Region.

Once both coaches are in agreement this form needs to be completed to show the commitment of both parties.

The schemes guidelines can be found on the following page.

|  |  |
| --- | --- |
| **Mentor Name** |  |
| **Mentor Rowing Club** |  |
| **Mentee Name** |  |
| **Mentee Rowing Club** |  |

|  |  |
| --- | --- |
| **Date of introductory meeting** |  |

|  |
| --- |
| **Identified aims of mentoring partnership** |
|  |

|  |  |
| --- | --- |
| **The initial sessions will focus on the following subjects** | |
| **1** |  |
| **2** |  |
| **3** |  |

|  |  |
| --- | --- |
| **The initial will take place on/at;** | |
| **Date** |  |
| **Location** |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Signatures** | | | |
| **Mentee** |  | **Date** |  |
| **Mentor** |  | **Date** |  |

***This form should be completed and returned to*** [**mentorregister@errc.co.uk**](mailto:mentorregister@errc.co.uk)

Thank you

**Guidelines**

1. The content of the mentoring meetings will be confidential.

2. The mentor agrees to be honest and provide constructive feedback to the mentee

The mentee agrees to be open to the feedback.

3. It is anticipated that each session will last for 1 hour and take place at a venue agreed by both parties (please note that the mentee may have to travel to meet the mentor).

4. The mentoring meetings will take place at an agreed time and venue. This may not be face-to-face and could be an electronic meeting.

5. The mentoring partnership will last for 6 months. The Mentor Register will request evaluation feedback to check the partnership is delivering its aims and working effectively for both parties after 3 months.

6. Any notes from the meetings will be kept by the mentee to support their development plan.

7. If at any time in the relationship, either party feels it is no longer meeting the aims of the partnership, the mentoring partnership may be terminated. The Mentor Register should be advised.

8. At the end of the mentoring partnership, both mentor and mentee will be asked to evaluate the process, providing feedback to the Mentor Register.

9. If any issues arise during the course of the mentoring partnership that require external support, advice or guidance, these must be directed to the Mentor Register in the first instance.