

## **Professional Mentor Agreement**

The Professional Mentor is a vital part of the Personal Learning Network of each College Unbound student.

The Professional Mentor is the professional who holds the experience and knowledge associated with the student's selected area of interest. That interest is at the center of the student's college requirements.

A Professional Mentor provides students with firsthand professional guidance that makes the college work relevant to the "real" world.

Each College Unbound student builds a Personal Learning Network (PLN) comprised of the following:

- Student
- Academic Advisor
- Professional Mentor(s)
- Peers
- Additional subject-area/field experts

The student works with each member of their PLN as they address the goals of their learning plan and college requirements.

### **The main attributes of a Professional Mentor include:**

- Appreciates the value of a Mentor in providing guidance and input in a student's work.
- Enjoys providing suggestion to a willing Mentee to enhance their project work.
- Has expertise in the workplace or with the project that the student develops.

### **It is the *student's* responsibility to do the following with the Professional Mentor:**

- Explain the structure and goals of the College Unbound program.
- Share his or her goals and college requirements with the Professional Mentor.
- Identify and develop a project that is outside the realm of his or her regular work but will also benefit the workplace or the larger community.

### **It is the responsibility of The College Unbound Academic Advisor to:**

- Support the PM in their role as the student's mentor.
- Connect with the PM on an agreed-upon scheduled basis to reinforce their support.
- Ensure the student's effective communication with the PM.
- Request the PM's appropriate expertise in helping the student develop the project.

**AGREEMENT:**

As a Professional Mentor, I agree to provide support and guidance to the College Unbound student in the course of his or her college work. This support includes:

- Guidance in identifying an appropriate workplace project that will be the core of the student's Learning Plan.
- Guidance and support in reviewing the project plan, including the multiple stages toward its development and potential implementation.
- Review of the project at specified stages.
- Meetings with the student in an agreed-upon schedule but no less than twice a month.
- Communication with the Academic Advisor, personally, in phone meeting OR in email, in an agreed-upon schedule but no less than twice a month.
- Attendance and participation in the student's exhibition of their work at the college, at least once per semester, the day and time to be provided in advance by the student.

Student Name \_\_\_\_\_

Workplace \_\_\_\_\_

PM name (print) \_\_\_\_\_

PM's role in the organization \_\_\_\_\_

PM contact info:  
email: \_\_\_\_\_

phone: \_\_\_\_\_

I have read and understand the responsibilities of the Professional Mentor in the College Unbound program and agree to mentor

(student's name) \_\_\_\_\_ for the \_\_\_\_\_ semester of the 2013-14 school year.

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**

Please attach a professional bio or resume with this form.