MENTEE/SCHOLAR AND MENTOR COMPACT

The ultimate goal of most mentoring situations is to enable the scholar to identify and successfully achieve academic and professional outcomes during and after the training period. There are many objectives to be achieved during the course of the scholar-mentor relationship and articulating the expectations and goals of the scholar and mentor(s) will result in a more mutually-satisfying and successful outcome.

**Mentee/Scholar Expectations**

As a mentee/scholar I am expected to:

- I will develop, with the mentoring team, clearly delineated specific milestones and timelines for achieving my scholarly goals. This includes setting **short and medium term goals** including milestone **dates and deliverables**. [Using an individual career development plan (see attached) will assist.] Deadlines to achieve these goals should be shared with the mentoring team.

- I will share career plans, recount initiatives on behalf of my professional development; ask for advice; reflect on the mentor’s (or mentoring team’s) observations and inform the mentoring team about the results of my efforts.

- I acknowledge that I have the primary responsibility for the development of my own career. I recognize that I must take a realistic look at career opportunities and follow a path that matches my individual skills, values, and interests.

- It is my responsibility to determine the requirements for my progression in regard to series and promotions at UC Davis. The different series at UC Davis can be confusing; however, there are regular campus meetings to help understand the process. Most of these are conducted by the Office of Academic Affairs. See [http://www.ucdmc.ucdavis.edu/academicpersonnel/](http://www.ucdmc.ucdavis.edu/academicpersonnel/). Departments may also offer meetings on promotions and series.

- I will endeavor to assume progressive responsibility and management of my research project(s) as it matures. I recognize that assuming responsibility for the conduct of research projects is a critical step on the path to independence.

- I will seek regular feedback on my performance and ask for a formal evaluation at least bi-annually.

- I will have open and timely discussions with my mentor(s) concerning the dissemination of research findings and the distribution of research materials to third parties.

- I will take the initiative to schedule meetings with my mentors and a regular mentor team meeting bi-annually or quarterly, depending on the need.

- I recognize that I have embarked on a career requiring “lifelong learning.” To meet this obligation I must stay abreast of the latest developments in my specialized field through reading the literature, regular attendance at relevant seminar series, and attendance at scientific meetings.
• I will be expected to contribute to the development and follow through on grant applications that involve salary support for me. If the grant application is primarily for my support, staff to support my efforts or funds for my project, I may be expected to take the lead on the application.

• I will be expected to “check in” and take the initiative to see if there is anything else needed before grant deadlines I am associated with, are due.

• I will be responsible for updating my biosketch for any application in which I have been invited to participate.

• I will be expected to participate in opportunities to help me “network” and advance my professional identity.

• I will be expected to orient, train and manage staff and volunteers who directly support my research efforts. I will seek my mentor(s) advice if there is conflict or if I am having difficulty managing the situation and/or the conflict affects others in the laboratory/program.

**Adapted from AAMC Compact 2006 Commitments of Postdoctoral Appointees and the University of Pittsburgh Team Clinical Research Scholars Program (CRSP) Mentoring Agreement Team Mentoring Expectations**
**Mentor Expectations**

**As a mentor I am expected to:**

- I will review and comment on your grant applications in a timely manner.
- I will provide all supplemental information for the grant applications regarding my roles on your grant application. This includes progress reports.
- When necessary, I will provide feedback on promotion material.
- I will provide letters of recommendation when asked.
- I will assist in looking for “networking” opportunities and additional opportunities to promote your career.
- I will assist you in manuscript preparation. Depending on the role in authorship, I may take the lead or a more minor role.
- You should expect me to help you develop your skills in presenting your work for scientific presentations.
- I will work with you to create an individual career development plan.
- I will strive to maintain a relationship with you that is based on trust and mutual respect. I acknowledge that open communication and periodic formal performance reviews, conducted at least bi-annually, will help ensure that the expectations of both parties are met.
- I will ensure that you have sufficient opportunities to acquire the skills necessary to become an expert in an agreed upon area of investigation.
- I will provide you with the required guidance and mentoring, and will seek the assistance of other faculty and departmental/institutional resources when necessary. Although I am expected to provide guidance and education in areas of my expertise, I recognize that I must also educate you by example and by providing access to formal opportunities/programs in complementary areas necessary for a successful career.
- I will attempt to provide an environment that facilitates your personal and professional growth. I will encourage a progressive increase in the level of responsibility and independence to facilitate the transition to a fully independent career.
- I will encourage your interaction with fellow scientists both intra- and extramurally and encourage your attendance at professional meetings to network and present research findings.
- I will ensure that the research performed by you is submitted for publication in a timely manner and that you receive appropriate credit for the work you perform. I will acknowledge your contribution to the development of any intellectual property and will clearly define future access to tangible research materials according to institutional policy.
• I will commit to being a supportive colleague as you transition to the next stage of your career and to the extent possible, throughout your professional life. I recognize that the role of a mentor continues after the formal training period.

This compact serves both as a pledge and a reminder to mentors and their scholars that their conduct in fulfilling their commitments to one another should reflect the highest professional standards and mutual respect.

**Adapted by JS for UCDHS from AAMC Compact 2006 Commitments of Postdoctoral Appointees and the University of Pittsburgh Team Clinical Research Scholars Program (CRSP) Mentoring Agreement Team Mentoring Expectations**