**UConn School of Medicine**

**Peer Mentoring Template**

**Purpose:** This template is to assist peer mentoring groups in documenting mutually agreed-upon goals and parameters that will serve as the foundation for your mentoring relationships. This template is expected to be altered to meet individual needs. It is suggested that the peers review and agree upon the following mentoring group parameters. Parameters should be revisited, as needed.

1. **Goals**

What does the group hope to achieve as a result of the relationships and meetings? Examples include but are not limited to: gain perspective relative to skills necessary for success in academia, explore new career opportunities/alternatives, obtain knowledge of organizational culture, networking, leadership skill development, work-life balance issues, social support, etc.)

1. **Activities**

What steps will the group take to achieve the goals as stated above (e.g., meeting regularly, manuscripts/grants, collaborating on research projects, steps to achieving independence, etc.):

1. **Logistics**

Meeting frequency (frequency, duration, and location of meetings):

1. **Group Expectations**

Expectations for myself? others? Attendance, confidentiality, presence, etc.

Confidentiality: Any sensitive issues that we discuss will be held in the strictest of confidence. Issues that are off limits for discussion include:

Membership: Open to anyone? Does group have to agree upon members?

Leadership: Reminder emails, topics, etc.?

1. **Evaluation**

Plan for evaluating relationship effectiveness (e.g., bi-annual review of mentorship meeting minutes, goals, and outcomes/accomplishments):

1. **Relationship termination clause**

In the event that any party finds the mentoring relationships unproductive and requests that it be terminated, we agree to honor that individual’s decision without question or blame.

1. **Duration**

This mentorship group will continue as long as both parties feel comfortable with its productivity or until:

For additional information on mentoring best practices, please contact Jennifer Cavallari, ScD, Director of Faculty Development.