

MENTEE REGISTRATION FORM



CONTACT DETAILS

Name _____

Phone Number _____ Mobile _____

Email _____

Address _____

TERTIARY EDUCATION AND BACKGROUND

Are you attending university or Tafe or planning to attend university or Tafe in the future? _____

Name of Institution _____

Degree and Major of study _____

What career/s are you considering following your graduation? _____

Are you contemplating a career change in the near future? _____

If yes, what career are you interested in/what are your professional interests?

Please list your previous employment history _____

Preference of mentor (Eg. government vs non-government, large vs small organisation) _____

How did you find out about this programme? _____

MENTEE RESPONSIBILITIES

- Be committed, reliable and approachable
- Show a willingness to learn and develop new skills
- Endeavour to respond to communications from your mentor in a timely manner
- Contact the MLC Office of Development and Community Relations with any issues

ETHICAL RESPONSIBILITY

At all times, you must act in a responsible and ethical manner reflecting the professional nature of your relationship with your mentee.

PRIVACY, CONFIDENTIALITY AND RESPECT

- Please observe confidentiality and show respect for personal boundaries
- Ensure interactions with your mentee are of a professional nature
- Be respectful of your mentor's work schedule

EXIT PROCEDURES

This programme is voluntary and may be terminated at any time by either party by written or email communication to the other party and to the programme administrator in the Office of Development and Community Relations.

AGREEMENT

I would like to commit 10 hours of my time to Alumni Mentoring at MLC to be mentored by a Collegian.

I agree to abide by the above guidelines of the programme.

Signature _____ Date ____ / ____ / ____