

Mentor Mentee Compact - Non Rotating Students

Mentor-Mentee compact is created for both sides (both mentor and student) to get to common sense of agreement and discuss expectations about the upcoming work, relationship and growth.

Setting up a successful work environment is to reflect on why you are beginning a Phd. PhDs are not particularly well structured, and it is important for students to know their goals because that will facilitate joining a lab that enables students to achieve their goals.

Understanding how a potential student and the host lab/team work together, and whether a lab will enable you to be connected, engaged, and to flourish in graduate school is very important.

Here are some expectations of mentor for the mentee and vice versa. Please, do not hesitate to add anything important that you believe should take place here.

Student expectations of mentor:

1. **Provide clear expectations** for the rotation and how the student will be evaluated as a potential fit for the lab.
2. **Clarify with whom the student will be training**, and how often they will meet with you and the student/tech/post-doc with whom they will be working most closely.
3. **Provide honest input**. Meet with the student at the beginning, middle, and end of the rotation to provide and receive input.
4. **Be supportive and respectful**. The mentor will work to support the student's goals for the rotation and communicate honestly and effectively.
5. **Contribute to an environment that is safe, equitable, and free of harassment**.

Mentor expectations of student:

1. **Take advantage of opportunities** during the rotation – training opportunities, participate in journal clubs as requested, be an enthusiastic learner.
2. **Follow lab rules** and respect this training opportunity, recognize that reagents and time are valuable, and treat them with respect. Treat others in the lab with respect and work collegially with everyone in the lab. Contribute to an environment that is safe, equitable, and free of harassment.
3. **Maintain detailed, organized, and accurate research records**. Good record keeping is essential for your PhD. Mistakes happen, acknowledge them, apologize, and take steps to ensure they do not happen again (for example I've learned to rely heavily on alarms to ensure I don't get distracted and I do things when I'm supposed to do them).

4. **Adopt a growth mindset**, be willing to hear constructive feedback, and improve.
5. **Communicate any planned absences in advance** as well as unplanned absences due to illness or other issues.

Please, add more tips or suggestions that you would like to see in your work with each other.

Sign and date below, and return completed form to GSBSE@maine.edu:

Mentor Name: _____ Signature: _____ Date: _____	Mentee Name: _____ Signature: _____ Date: _____
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