



AFAA Australian Fulbright Alumni Mentoring Programme

Coordinators (Oct 2021)
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AFAA National Committee

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Background

The AFAA Australian Fulbright Alumni Mentoring Programme initiative¹ is designed to help set up partnerships, medium- or longer-term, pairing more experienced with junior or less experienced members, to help with decisions and planning around career aspirations, networking and impact. The mentor expertise comes from alumni within our membership, who can voluntarily offer confidential expertise and advice to matched alumni as mentees, who wish to consolidate their Fulbrighter personae, and develop their career or life opportunities on returning, with the benefit of free and fair advice from a more senior or experienced colleague with a compatible profile.

How to register and join – the matching procedure

1* As a prospective Mentee, you should edit your AFAA membership profile (<https://fulbrightalumni.org.au/Sys/Profile>) to indicate your intention to register as mentee, and fill out the requested fields to provide information about your career/employment status, and intentions and expectations for mentoring.

2* (As a prospective Mentor, you should edit your AFAA membership profile (at <https://fulbrightalumni.org.au/Sys/Profile>) to indicate your registration as mentor, and fill out the requested fields to provide information about your career or personal profile, and details that will help matching.)

[*] Note that these details have default 'not public' status on the AFAA membership web directory, so will be only available to the coordinators for matching purposes, and eventually, to successful pairs.

3 The Organizing Committee will select potential mentors from the Mentor volunteer list, and a description of the possible Mentors will be emailed to you confidentially. You will then have the opportunity to accept or reject the suggested Mentor without prejudice.

4 If the first attempt is not successful, then a second attempt to select a mentor for you will be made.

5 During a first personal meeting, a short formal mentoring agreement is signed and dated by you, the Mentee, and the Mentor, and provided to the coordinator. The mentoring relationship is deemed to have commenced from that point.

¹A proposal was circulated and discussed at our AGM in April 2020, and subsequently a report back from our members' survey in mid 2020 confirmed interest from our alumni in pursuing the idea, such that it was approved in principle at the AGM 2021 along with a modest budget.

Guidelines

As each mentoring relationship is considered unique, there are no prescriptive guidelines. It is suggested, however, that the mentee provides the mentor with an up-to-date curriculum vitae; to agree upon a first personal meeting, to discuss career goals and possible mechanisms for achieving these goals; to hold a minimum of two meetings (face-to-face in person, or conducted online). The usual duration of the mentoring relationship is one year from the agreement's date of signature. After this period, the agreement can be extended for a defined or open period of time, when mentor and mentee mutually agree.

Advice provided, and discussions held, between the mentor and mentee must be kept confidential and not disclosed to any third party, unless mutually agreed by the mentor and mentee. Any advice, comments, suggestions, opinions or information (in either individual or combined occurrence) imparted (verbally, in written or electronic correspondence, or by a combination of these) during and in the framework of the academic mentoring network and its entailing programs, are so done with the best intentions and according to the best knowledge of the mentor or mentors involved. Whilst every care is taken to deliver accurate and complete advice, comments, suggestions, opinions or information (in either individual or combined occurrence), no liability whatsoever attaches to the mentor or mentors nor to the AFAA Committee in any way as a result of giving that advice.

Fair Dealing

In order to guarantee confidentiality of the discussions and information shared through the mentor-mentee partnership, and also to ensure fair dealing on the part of the participants, both mentors and mentees are required to sign and send to the programme coordinator, a short pro forma "Mentoring Agreement" (see over) which also acknowledges the AFAA code of conduct (<https://fulbrightalumni.org.au/Constitution>). The submission of the Mentoring Agreement then marks the starting point of the mentoring relationship.



***AFAA Australian Fulbright Alumni Mentorship Programme
Mentoring Agreement***

Mentor: I, _____, agree to act as a Mentor to _____, and to provide advice in good faith, with the aim of assisting with career development, for a period of one year from this date. I understand that, as a member activity, the mentoring is under the guidelines of the AFAA [Code of Conduct](#) .

Signature:

Date:

Mentee: I, _____, agree to accept as a Mentor _____, and to participate actively in discussions to assist me in reaching my career goals, for a period of one year from this date. I understand that, as a member activity, the mentoring is under the guidelines of the AFAA [Code of Conduct](#) .

Signature:

Date:

Please sign and date agreement and return to admin@fulbrightalumni.org.au .