



Prince's Trust

Mentoring Agreement

As mentor and young person, in this mentoring relationship, we agree:

- To meet every weeks for months
- To exchange a current contact number where we can be reached between the times of
- To meet in a public place (e.g. café), not our home addresses, where our travel time is reasonable
- To arrive on time or to contact each other a day in advance if unable to make the arranged meeting
- To contact our Prince's Trust Manager if either of us feel the mentoring relationship is not working
- Not to attend meetings under the influence of drugs /alcohol
- Not to bring friends or family to the meeting
- Not to give or accept money or gifts from each other

In addition:

Mentor

- I agree to work with the young person to identify goals and actions needed to progress and support their ongoing training and personal development needs. This may include identifying sources of specialist support, either from within The Trust or externally
- I agree to give focus and support to the young person to help them into self employment, employment, education, training or volunteering
- I agree to proactively maintain regular contact with the young person and to carry out tasks that fall within the remit of my role description
- I agree to provide support and guidance in a friendly, non-judgemental manner that enables the young person to make decisions
- I understand that I must respect the decisions the young person makes even if they are not the ones I would have liked them to have chosen
- I agree to act in the best interests of the young person at all times and attempt to encourage and motivate, pointing out opportunities as well as potential problems
- I agree to seek help from The Trust if the young person has a problem beyond my experience and/ or expertise
- I agree to maintain contact with The Trust and to send in details of the development plans (or business mentor reports) the young person and I complete within five days of each meeting via post, email or telephone
- I agree to keep any information the young person tells me confidential between the young person and The Prince's Trust, unless otherwise agreed with the young person. However, if they tell me information that makes me concerned for the young person's or another's welfare or safety I understand I must report this to The Prince's Trust

Young person

- I agree to work with my mentor to identify goals and follow-up any actions required to help me into self employment, employment, education, training or volunteering
- I agree to contact my mentor within the timeframes agreed above to seek support and guidance
- I agree to cooperate with any reasonable request from my mentor and recognise that they are acting in my interests, providing their support on a voluntary basis
- I agree to work with my mentor to produce development plans or business mentor reports
- I agree to keep my mentor and The Prince's Trust informed of any relevant changes to my contact details, for example a change of name, home or business address, telephone number or bank account (if I have been given a business start-up loan)
- I agree to be honest in the information that I tell my mentor
- I understand that information I share with my mentor is treated confidentially unless I choose to disclose information about my own or others welfare and safety which worries my mentor, in which case my mentor will be obliged to inform the Prince's Trust
- I understand my mentor will provide information, advice and guidance based on their opinions and experience and that it is my choice whether to follow their advice or not.
- I understand that I cannot hold my mentor responsible if the decisions I make do not lead to the results that I hoped they would
- I understand that I am entitled to request any information held about me by The Trust



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Business mentors and young people only

- We agree not to introduce any commercial interest into our mentoring relationship, for example by the mentor investing in the young person's business. We agree that if we want to pursue such an arrangement we will discuss our plans with The Prince's Trust in advance

The purpose of this agreement is to clarify the roles and responsibilities of both the mentor and the Prince's Trust supported young person/people.

I have read, understood and agree to this mentoring agreement:

	Mentor	Young person	Young person
Signature			
Print			
Date			
Telephone			

Copies to:

- Mentor
- Young person
- The Prince's Trust