

## Mentorship Agreement The Sports Excellence Scholarship Fund (SESF)



### **Purpose of SESF**

The SESF is committed to being child and youth safe organisations.

### **Purpose of SESF Mentorship Program**

In addition to providing financial support to Scholarship beneficiaries, SESF's aims to provide guidance, support and encouragement to assist young people achieve their goals through a Mentorship Program. Participation in the Mentorship Program is free of charge. The program is underpinned by the Child Safety Policy and Code of Conduct.

The SESF aims to find the most suitable match between each Mentor and the Mentee and offer this program to suitable applicants for a duration of twelve months. Four meetings for one hour each is the undertaking in 2020. They can be face to face or via technology.

### **Purpose of Agreement**

The purpose of this agreement is to outline the mutual interest, good faith and responsibilities of each party in collaborating and following the guidelines of this agreement and continuing engagement with SESF's Mentor Program.

An agreement signed by all parties must be in place prior to the commencement of each SESF Mentorship Program.

The SESF will keep a data base and file of each mentor-mentee match and the signed mentorship agreements. A member of the SESF committee or an employee of the SESF will be the person responsible for the upkeep of this file.

### SESF agrees to support Mentors by:

- Providing information to Mentors to outline the program's purpose, policies including child protection, communication, privacy, disclosure, safety and professional boundaries. Mentors will also be provided with information about what is expected of them in terms of their engagement and commitment to the Mentor Program
- Screening and vetting all potential Mentors. Each Mentor will be required to provide evidence of a current and valid:
  - Working With Children's Check
  - National Criminal History Check
- Offering Mentors regular ongoing support and providing a process for them to raise any concerns they have about the mentoring relationship.

### SESF agrees to support Mentees by:

- Providing information to Mentees to outline the program's purpose, policies relating to child protection, communication, privacy, disclosure, safety and professional boundaries. Mentees will also be provided with information about what is expected of them in terms of their engagement and commitment to the Mentor Program
- Screening and vetting all potential Mentees

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- Offering Mentees regular ongoing support and providing a process for them or their parent/guardian to raise any concerns they have about the mentoring relationship.

### Responsibilities of Mentors and Mentees

- Are aware of and comply with SESF's Child Safety Policy and Conduct of Conduct at all times
- Act ethically and with respect towards all other participants;
- Not making false, misleading or vexatious claims against any other Member or person
- Maintain strict confidentiality and professional boundaries;
- Communications between the Mentor and the Mentee will be conducted using a 'whatsapp' group comprising the mentor, the mentee and the mentee's parent/guardian. The frequency and duration of which will be agreed between the Mentor and Mentee.
- Notify SESF if they are uncomfortable with any aspect of their mentoring relationship or wish to cease their involvement in this mentoring program
- Breaches of mutual interest, good faith and responsibilities by any party may result in SESF removing those concerned from the Mentorship Program

### Commitment

I, \_\_\_\_\_ (name of SESF Mentor)

Have been provided with a copy, read and understood the SESF's Child Safety Policy and Code of Conduct and agree to comply with all requirements to ensure and promote the safety of all children participating SESF activities.

Signature of Mentor: \_\_\_\_\_

Date: \_\_\_\_\_

Signature of SESF Representative: \_\_\_\_\_

Date: \_\_\_\_\_

I, \_\_\_\_\_ (name of SESF Mentee)

Signature of SESF Mentee: \_\_\_\_\_

I, \_\_\_\_\_ (name of SESF Mentee Parent/Guardian)

Signature of Parent/Guardian: \_\_\_\_\_

Date: \_\_\_\_\_

**December 2019**