

Mentoring Programme Code of Conduct

Mentors Code of Conduct

Principle One - Reputation

Every mentor will act positively and in a manner that increases the public's understanding and acceptance of mentoring.

Principle Two - Continuous Competence Enhancement

Every mentor accepts the need to enhance their experience, knowledge, capability and competence on a continuous basis.

Principle Three - Mentee Centred

The mentor's role is to keep the development of the mentee central to his/her work, ensuring all services provided are appropriate to the mentee's needs. Consequently, the mentor should ensure that the expectations of the mentee are understood and that they themselves understand how best the expectations can be met. Where appropriate the mentor should seek to establish an environment, within the context of the mentoring activity, in which the mentee has the opportunity to learn the skills and knowledge needed to meet their needs.

Principle Four - Confidentiality and Standards

Every mentor has a professional responsibility (beyond the terms of the contract with the mentee) to apply high standards in their mentoring provision and behaviour. He/she needs to be open and frank about methods and techniques used in the mentoring process and maintain only appropriate records. Furthermore, he/she needs to respect the confidentiality of their work with their mentee, the work of their mentee's organisation and the work of their own organisation.

Confidentiality should only be breached if required by law or if maintaining confidentiality is likely to endanger the mentor, mentee, or a third party.

Principle Five - Law and Diversity

Every mentor will act within the Laws of the jurisdictions within which they practice and will also acknowledge and promote diversity at all times. A mentor will not exploit the mentee in any manner, including but not limited to financial, sexual or intellectual property rights.

Principle Six - Boundary Management

Every mentor will recognise their own limitations of competence and the need to exercise boundary management. The mentee's right to terminate the mentoring process will be respected at all times, as will the need to acknowledge different approaches to mentoring which may be more effective for the mentee than their own. Every endeavour will be taken to ensure the avoidance of conflicts of interest. Where a conflict of interest does arise, it should be declared quickly and dealt with in a way that ensures that there is no detriment to the mentee.

Principle Seven - Personal Pledge

Every mentor will undertake to abide by the above principles that will complement the principles, codes of ethics and conduct set out by their own representative body to which they adhere and by the breach of which they would be required to undergo due process.

Mentees Code of Conduct

Principle One - Reputation

Every mentee will act positively and in a manner that increases the public's understanding and acceptance of mentoring.

Principle Two - Continuous Competence Enhancement

Every mentee accepts the need to enhance their experience, knowledge, capability and competence on a continuous basis.

Principle Three – Proactivity

Every mentee will endeavour to set realistic goals for themselves and the mentoring relationship. They will share these goals with their mentor and attempt to be open to varying points of view. They will also take the lead in managing mentoring sessions and meeting times.

Principle Four - Confidentiality and Standards

Every mentee will maintain only appropriate records with respect to their mentoring and will respect the confidentiality of their work with their mentor, the work of their mentor's organisation and the work of their own organisation.

Confidentiality should only be breached if required by law or if maintaining confidentiality is likely to endanger the mentor, mentee, or a third party.

Principle Five - Law and Diversity

Every mentee will act within the Laws of the jurisdictions within which they practice and will also acknowledge and promote diversity at all times. A mentee will not exploit the mentor in any manner, including but not limited to financial, sexual or intellectual property rights.

Principle Six - Boundary Management

Every endeavour will be taken to ensure the avoidance of conflicts of interest. Where a conflict of interest does arise, it should be declared quickly and dealt with in a way that ensures that there is no detriment to the mentor.

Principle Seven - Personal Pledge

Every mentee will undertake to abide by the above principles that will complement the principles, codes of ethics and conduct set out by their own representative body to which they adhere and by the breach of which they would be required to undergo due process.

Adapted from the UK Coaching Round Table February 2008