

# MENTOR MATCH

Dear Mentor:

We are excited about the match made for the experience of a lifetime. We hope that this mentor-mentee relationship will be fruitful, encouraging and dynamic.

Let's get started:

1. Please read over the *Orientation Manual* that can be found [HERE](#).
2. The Mentee should contact the Mentor and set up the initial meeting. At that first meeting the following tasks should be done:
  - a. Each of you should sign the *Mentoring Agreement* (for either an in house arrangement or an outside arrangement).
  - b. Review the *Mentoring Plan* and discuss and complete the "Plan" and send it in with the *Mentoring Agreement*.
  - c. Discuss and set up a timetable to complete each quarter of the "Plan."

Now tell us about your first meeting.....

Name of your Mentee \_\_\_\_\_

Date and place of the first meeting:  
\_\_\_\_\_

What are your Mentee's practice areas?

What expectations do they have of a Mentor?

What kind of community involvement has your Mentee participated in?

Next meeting date and place:  
\_\_\_\_\_

Anticipated completion date for the mentoring program: \_\_\_\_\_

Do you have any concerns or questions about the program? And if so, what are they?

Please mail or email this form back within 7 days of the first meeting with your plan and agreement to Rebecca Smith, One Indiana Square, Suite 530, Indianapolis, Indiana 46204; [rsmith@inbar.org](mailto:rsmith@inbar.org)