



Nevada Occupational Therapy Association

Pioneers in Practice: Mentor/Mentee Agreement

The Leadership Program

This program is designed to cultivate the next generation of OT leaders in Nevada by fostering mentorship, experiential learning, and leadership development opportunities aligned with NOTA's mission to support the occupational therapy community and champion the distinct value of occupational therapy by supporting its practitioners, students, and community partners. We aim to empower future leaders to pioneer health by enhancing the well-being of our diverse population through the lens of occupational therapy.

The Mentor and Mentee Relationship

The mentor and mentee enter this relationship as partners in leadership development. Both agree to a relationship built on trust, respect, and a shared commitment to growth.

Mentors recognize the unique strengths, backgrounds, and potential of mentees, providing support while modeling inclusive, ethical, and effective leadership practices. Mentees commit to actively engaging, seeking feedback, and applying learning to their professional journey.

Confidentiality is expected: information shared in mentoring sessions will not be disclosed without consent, except in cases where safety or ethical concerns arise.

As the Mentor in this Relationship, I will:

- Model inclusive leadership aligned with NOTA's mission, vision, and values.
- Provide guidance on leadership development, professional growth, and career pathways.
- Maintain regular communication with my mentee and respond in a timely manner (generally within 2–3 business days).



- Come prepared and on time for each scheduled meeting.
 - Offer constructive, honest, and respectful feedback.
 - Recognize and support the strengths of my mentee while challenging them to grow.
 - Create a safe and respectful environment that values the diversity of thought, background, and experience.
 - Connect my mentee with resources, networks, or opportunities to support the creation of their action project and leadership journey.
-

As the Mentee in this Relationship, I will:

- Commit to consistent participation in the leadership program (workshops, DAC pods, action project, and capstone).
 - Take responsibility for scheduling meetings with my mentor and arriving on time.
 - Respond to mentor communication in a timely manner (within 2–3 business days).
 - Be open and honest about challenges, goals, and progress.
 - Remain receptive to feedback and willing to apply recommendations.
 - Respect my mentor's time and commitments by preparing for meetings.
 - Follow through on agreed-upon action items and leadership development goals.
 - Approach the mentorship with professionalism, fairness, integrity, and respect.
-



First Meeting Discussion Prompts

- What do we each hope to gain from this mentorship?
- How do we prefer to receive feedback?
- What communication methods work best between us?
- How often do we want to communicate?
- What goals do we want to set for the mentorship experience?
- How will we uphold trust and respect in this relationship?

Signatures

_____ **Mentee Signature** _____ Date

_____ **Mentor Signature** _____ Date