



Deutsche Gesellschaft
für Amerikastudien

Mentoring Agreement

Code of Conduct

Both mentor and mentee agree that:

- The mentor's role is to provide advice regarding a career in American Studies in Germany in the form of occasional or one-time conversations with the mentee.
- Mentoring is confidential. You will not share information about one another unless permission has been explicitly granted to do so. Please keep the protection of one another's data in mind.
- Participation in a mentoring relationship is voluntary and can be discontinued at any time.
- The mentorship program is open to everyone, but is designed to support non-tenured scholars who experience different forms of marginalization in particular. While mentorship of this kind is expected to be professional support, experiences of marginalization in the professional setting have personal, private ramifications. Please keep this in mind during your conversation(s), with the specific goal of seeking and providing professional—and not therapeutic or legal—advice.
- The mentorship program is not intended to have material ramifications, such as a mentor's request for payment or a mentee's request for employment.

Mentor (name):

and Mentee (name):

agree on the following aspects of their mentoring relationship:

Organization of meetings

- One time meeting via phone/Zoom
- One time meeting in person (provided funding can be secured)

Optional additional meetings may be arranged after a first conversation and are subject to the rules of this agreement.

Mentor and mentee can contact each other as follows:

- Via email by mentor
- Via email by mentee
- Via phone by mentor
- Via phone by mentee

Alternatively, namely

The goal and topics for the mentoring relationship comply with the outline of the mentoring program, focusing on

- Mentees' career planning, professional aspirations, and strategies to navigate the academic universe,
- Feedback on professional materials such as mentees' cover letters, cvs, resumes, and consultations on job interviews or the preparation for hearings,

specifically taking into consideration the experiences of disadvantaged or underrepresented scholars.

Confidentiality of Information

Both mentee and mentor will keep all information shared confidential throughout the time of the mentoring relationship and beyond if not explicitly agreed upon otherwise.

Problems and Early Termination of the Mentoring Relationship

In case of conflicts or differences you cannot solve yourselves, please inform the Executive Director of the Association (executive_director@dgfa.de; information about the current executive board is available here: <https://dgfa.de/about/officers/>) and/or any of the co-speakers of the Diversity Roundtable (see <https://dgfa.de/diversity-roundtable/> for their contact information).

Place, date

Signature mentor

Signature mentee