



Responsibilities and Resources for Mentors and Mentees (9/2013)

RAA's role in the Mentoring relationship is to determine if both the Mentor and Mentee candidates meet very basic standards set forth in this track towards becoming a professional-level member with 300 hours of Reflexology-only training. RAA does not dictate or interact with this relationship outside of a.) processing applications, b.) approving activity plans, and c.) reviewing evaluations at the end of a Mentoring relationship. *RAA believes that it is in the best interest of both the mentee and mentor that a detailed written agreement outlining both parties' responsibilities and obligations to one another and the program be created.*

Understanding Your Roles

The Mentee is charged with the task of setting professional and academic goals for the mentoring relationship based on his/her greatest needs to meet the 300 hours of Reflexology-only training.

The Mentor is someone who has taken an interest in developing the career and education of his/her Reflexology colleague. Accounting for differences in gender, ethnicity, culture, age and so forth, the Mentor tailors his/her mentoring style and education content to the individual Mentee.

Both parties will submit documentation to RAA at the end of the mentoring relationship for approval.

a.) Mentee will submit an evaluation of the Mentor.

b.) Mentor will submit an evaluation of the Mentee, the Activity Plan of the mentoring program and the Verification form that the Mentee has successfully completed the mentoring program.

Resource Links:

Building Relationships: A Guide for New Mentors, The Hamilton Fish Institute on School and Community Violence & The National Mentoring Center at Northwest Regional Educational Laboratory (2007):

http://educationnorthwest.org/webfm_send/173 (PDF)

Resources: The International Mentoring Association:

<http://mentoring-association.org/resources/>

How to Build a Mentoring Toolkit, USPTO Leadership Development Program (2010):

<http://www.opm.gov/Wiki/uploads/docs/Wiki/OPM/training/Mentoring%20Toolkit%203-18-10.pdf>

Resource & Publication Library, Mentor: A National Mentoring Partnership,

http://www.mentoring.org/program_resources/library