

Ubora/Siha Leadership School Mentoring Program

Policies and Procedures Agreement

As a mentee or mentor in the Ubora Mentoring Program I understand and agree to the following policies and procedures.

Mission Statement

The UBORA Mentoring Program seeks to expand the expertise and knowledge of graduates of the Siha Leadership School by matching them with experienced mentors who can share experiences and share Christian values.

Mentee Requirements

- Graduates of Siha Leadership Pre- and Primary School
- Employed or seeking employment or owns/operates a business or seeking to own/operate a business. Or an Intern with Siha Leadership Premium Intern Program. (All interns are required to have a mentor.)
- Committed to meeting with their mentor 1 or more times a month via phone or video conferencing app (Zoom, Facetime, WhatsApp etc.)
- Has an email address and access to internet
- Willingness and commitment to follow through
- Committed to sharing what they learn with others

Mentor Requirements

- Experienced in your field.
- Committed to their Christian faith and to pray for their Mentee
- Desire to help others
- Remains positive and patient and persistent when faced with trials
- Committed to meeting with mentee 1-2 a month via phone or video conferencing app (Zoom, Facetime, WhatsApp etc.) for at least one year
- Sensitive to cultural differences
- Ability to coach mentee through problems they are facing

Policies

Mentees will:

- Respect the mentors time by being prompt for all scheduled meetings
- Maintain an email and/or Whatsapp account and promptly update the Mentor if this changes
- Respond as soon as possible to mentors text or email messages
- Endeavor to work mentors suggestions into their business and personal life/ complete mentors suggestions before the next call.
- Come prepared for each meeting with the mentor.
- Complete a simple report after each mentoring call
- Be truthful and candid in all conversations with the mentor.
- After one year the mentee will find and mentor another individual in the community in the things they have been learning from their mentor.
- Maintain active participation in the Graduates Platform
- Seek to get to know their mentor and understand their culture

Mentees will not:

- Ask for money either as a gift or a loan
- Seek to connect with their Mentor on Facebook, Instagram or other social media

Mentors will:

- Commit to a call with their mentee at least once a month
- Commit to being on the monthly mentor training call to include reporting on mentee activities
- Teach mentees how to set goals and work to achieve them
- Show a mentee how to solve problems on their own
- Create a healthy environment for learning both for mentee and the mentor
- Learn about TZ culture and resources to the best of their ability
- Pray with and for their mentee
- Report to Mentoring program leadership any concerns or difficulties with the mentoring relationship
- Maintain an email and/or Whatsapp account and promptly update the Mentor if this changes

Mentors will not:

- Offer money as a gift or loan
- Connect with their Mentor on Facebook, Instagram or other social media

Agreed:

Mentee/Mentor

Date

Printed Full Name

Mobile Number

Email Address

Whatsapp Number