

Scouting Unit Mentorship Agreement

This Mentorship Agreement is entered into on **[Date]**, between **[Mentor Unit Name]**, hereinafter referred to as the "Mentor Unit," and **[Mentee Unit Name]**, hereinafter referred to as the "Mentee Unit." This agreement outlines the expectations, responsibilities, and terms under which the Mentor Unit will provide guidance and support to the Mentee Unit for a structured period.

1. Purpose

The purpose of this agreement is to establish a structured mentorship relationship between the Mentor Unit and the Mentee Unit to:

- Support the development and sustainability of the Mentee Unit.
 - Strengthen leadership skills and program planning.
 - Foster a self-sufficient unit capable of long-term success.
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2. Roles & Responsibilities

A. Mentor Unit Responsibilities

The Mentor Unit agrees to:

1. Provide guidance on program planning, leadership development, and recruitment.
2. Assist with administrative tasks, including chartering, advancement tracking, and budgeting.
3. Offer insights on best practices for unit management and engagement.
4. Conduct regular check-ins with the Mentee Unit to track progress.
5. Ensure that mentorship leads to self-sufficiency, preventing long-term dependence.

B. Mentee Unit Responsibilities

The Mentee Unit agrees to:

1. Actively engage in the mentorship process and implement the guidance received.
2. Develop leadership within the unit to sustain its own operations.
3. Participate in scheduled check-ins and evaluations.
4. Work toward meeting key milestones for growth and sustainability.
5. Assume full operational control of the unit by the agreed transition date.

3. Duration & Transition Plan

- The mentorship period will begin on [Start Date] and conclude on [End Date].
- The mentorship process will include:
 - **Phase 1 (Initial Period – Weeks 1-6):** Knowledge transfer, leadership training, and shadowing.
 - **Phase 2 (Midpoint Check-In – Week 12):** Evaluation of mentee progress and any needed adjustments.
 - **Phase 3 (Final Transition – Weeks 16+):** Gradual reduction of direct mentorship, with the Mentee Unit assuming full leadership.
 - **Completion of Mentorship:** The Mentee Unit takes full operational control by [Final Transition Date].

4. Reporting & Accountability

To ensure progress and address challenges early, Mentor and Mentee Units will participate in regular reporting and check-ins:

- **Regular Updates:**
 - *What mentorship activities were completed this period?*
 - *What challenges have been encountered?*
 - *What are the next steps?*
- **Midpoint Review:** Assessment of mentorship progress and necessary course corrections.
- **Final Evaluation:** A comprehensive review at the end of the mentorship period to assess success and gather lessons learned.

Reports will be submitted to [District/Council Representative] at [Reporting Frequency].

5. Termination of Agreement

Either party may terminate this agreement with [X] days' written notice if:

- The mentorship is not progressing as intended.
 - The Mentee Unit demonstrates self-sufficiency before the transition date.
 - Either unit is unable to fulfill the responsibilities outlined in this agreement.
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6. Signatures & Agreement

By signing below, both parties acknowledge their commitment to this mentorship agreement and agree to actively participate in the mentorship process.

Mentor Unit Representative

Name: _____

Position: _____

Unit Number: _____

Signature: _____

Date: _____

Mentee Unit Representative

Name: _____

Position: _____

Unit Number: _____

Signature: _____

Date: _____

District/Council Representative (if applicable)

Name: _____

Position: _____

Signature: _____

Date: _____