



Promoting Fire Ecology Research, Education, and Management

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Mentoring Futures Program - Agreement

Welcome to the Mentoring Futures Program! This program aims to actively cultivate the future of fire and resource conservation by investing in future leaders. We understand that no match is perfect nor will any mentor have all the skills a mentee requires. Thus we encourage you to also use our vast AFE network to gain additional knowledge and support. The AFE Administrative Director and Mentoring Futures Program Committee can provide resources and contacts if needed.

As a reminder, our general expectation is that you dedicate at least 1 hour per month for 1 year to get to know and understand a little about each other; to identify key questions, resources, and professional development opportunities; and to advance the intended outcomes of the mentorship.

The purpose of this Mentoring Agreement is to ensure mentees and mentors have a mutual understanding of expectations, agree on communication procedures, and develop a mentorship plan. The thoughtful completion of this simple plan is a requirement to participate in the program. We understand that your intended outcomes and needs may change throughout the mentorship, especially as new opportunities or research and career directions arise. Please plan to revisit this document together quarterly to evaluate and adjust your plan if needed.

Expectations

As a mentee or mentor, I agree to do the following:

1. Meet, maintain, and take initiative for regular communication (e.g., monthly) to get to know more about each other and to better understand the mentee's professional interest and passion.
2. Look for experiences, travel, professional contacts, and opportunities that will help and inspire the mentee's progress toward desired outcomes.
3. Review progress together and adjust your communication schedule to make it easy as appropriate.
4. Maintain confidentiality of this professional mentorship relationship and all information discussed.
5. Communicate with AFE regarding updates to this contract, questions or requests for assistance, and any issues that may arise.
6. Complete the survey we send at the end of the year. Your feedback and suggestions will help us improve this program in the future.
7. Agree to abide by the pledges and principles in the AFE Code of Ethics (see last page)
8. Have patience, be considerate, constructive, and positive!

Communications

Discuss and implement your plan for meeting and communicating with one another (frequency, method, location, timeline for rescheduling). Be flexible! AFE can provide virtual meeting spaces through Zoom if requested.

Mentorship Plan

The purpose of this section is to help you develop an individualized mentorship plan and to connect your intended outcomes with proposed activities and a timeline for achieving them.

Suggested activity to help complete the table below: Take a minute and imagine you have just completed your mentorship. Was it successful? Why? What specifically did you achieve? Now use that vision to write your intended outcomes and then brainstorm what activities or actions will lead you to those outcomes. Lastly, develop a reasonable timeline for achieving your outcomes, including some due dates to keep you on track along the way.

Proposed Activities or Actions	Intended Outcomes	Timeline

If at any time one member of the mentoring pair does not feel like the other is able or willing to fulfill the items agreed to above or either party has a concern, contact Annie Oxarart at office@fireecology.net or 541-852-7903. AFE staff will work as needed with the Mentoring Program Committee Chair, Committee Members, and the AFE Board of Directors to promptly resolve any issues. AFE will respect the privacy of both parties and keep the identities of those involved confidential.

The AFE Code of Ethics is included below. By signing your name below, you acknowledge that you have read and will abide by these pledges and principles.

Signatures

Name of Mentee: _____

Mentee's Signature (may be electronic): _____ Date: _____

Name of Mentor: _____

Mentor's Signature (may be electronic): _____ Date: _____

Updates to Contract

Describe any updates to this contract and include the date the changes were agreed upon by both parties. Please share the changes with AFE by emailing the updated form to office@fireecology.net.

AFE Code of Ethics (<https://fireecology.org/code-of-ethics>)

PREAMBLE

Service to society is the cornerstone of any profession. The profession of fire ecology serves society by promoting appropriate stewardship of ecosystems around the world. Members of the Association for Fire Ecology have a deep and enduring interest regarding the role of fire in landscapes.

In their various roles as practitioners, teachers, researchers, advisers, administrators, and fire managers members seek to better understand past and contemporary fire regimes. This understanding is actively shared, distributed and improved upon.

The purpose of this Code of Ethics is to protect and serve society by inspiring, guiding, and governing members in the conduct of their professional lives. Compliance with the code demonstrates members' respect for the land and their commitment to the long-term management of ecosystems, and ensures just and honorable professional and human relationships, mutual confidence and respect, and competent service to society.

On joining the Association for Fire Ecology, members assume a special responsibility to the profession and to society by promising to uphold and abide by the following:

PRINCIPLES AND PLEDGES

1. Ecologists have a responsibility to manage land for both current and future generations. We pledge to practice and advocate fire management that will maintain the long-term capacity of the land to provide the variety of materials, uses, and values desired by land managers and society.
2. Sound science is the foundation of the fire ecology profession. We pledge to strive for continuous improvement of our methods and our personal knowledge and skills; to perform only those services for which we are qualified; and in the biological, physical, and social sciences to use the most appropriate data, methods, and technology.
3. Public policy related to fire must be based on both scientific principles and societal values. We pledge to use our knowledge and skills to help formulate sound fire management policies.
4. Honest and open communication, coupled with respect for information given in confidence, is essential to good service. We pledge to always present, to the best of our ability, accurate and complete information; to indicate on whose behalf any public statements are made; to fully disclose and resolve any existing or potential conflicts of interest; and to keep proprietary information confidential unless the appropriate person authorizes its disclosure.
5. Professional and civic behavior must be based on honesty, fairness, good will, and respect for the law. We pledge to conduct ourselves in a civil and dignified manner; to act professionally and respectfully toward one another; to respect the needs, contributions, and viewpoints of others; and to give due credit to others for their methods, ideas, or assistance. To this end, we prohibit: abusive language towards a staff member, volunteer or another participant or others; harassment of or any form of discrimination against another participant, staff member, volunteer or others; actual or threatened

violence toward any individual or group; conduct endangering the life, safety, health or well-being of others.

6. Through our work in promoting fire ecology, we demonstrate a commitment to the public good; respect for the dignity and worth of individuals; a desire to promote inclusiveness, diversity and social justice. We engage ourselves in our collective mission with transparency, integrity, and honesty.

The Association for Fire Ecology's Bylaws specify processes through which a member or participant's violation of the code may lead to reprimand, censure, expulsion from the Association, or other disciplinary action.

Any two persons, whether or not AFE members, may charge a member or participant in AFE activities with violation of the code. Such a charge must be made in writing to the AFE President or a Board member and must refer to the specific Pledges alleged to have been violated.