



WERA Mentoring Programme

Motivation

WERA strives to increase its support to early career researchers, particularly with respect to strengthening their international network and research capacity as scientists.

The WERA-Doctoral and Early Career Scholars Network (DEC) provides doctoral and early career scholars with an opportunity to network with and meet each other. Furthermore, WERA aims to build relationships with expert researchers in the field of education.

As a part of this effort, WERA aims to develop an innovative, online-based Mentorship program, that links senior scholars and postdoctoral educational researchers who share a common research interest.

Actors involved in the design and implementation

The process will include six actors with different roles during the development of the mentoring program

1. WERA Council
2. The Mentorship Program Committee
3. WERA Member Associations
4. WERA secretariat
5. Mentor
6. Mentee

Procedures and considerations

1. WERA Council sets up a Mentorship Programme Committee to coordinate the processes of selecting mentors and mentees, as well as the criteria to evaluate the mentoring programme.
2. The WERA Mentorship Programme Committee invites WERA member associations to recommend mentors to volunteer for the WERA mentorship programme during a specific period indicated by WERA. Each potential mentor indicates a specific topic or area, for which they are willing to serve as a mentor during the specified period. The associations are free to opt for ways in which they wish to implement this process. The associations send a nominated list of mentors with their respective areas of expertise to the WERA Mentorship Programme Committee.

3. The WERA Mentorship Programme Committee shares the list of mentors and their respective areas of research with the WERA Secretariat and WERA Executive Committee. The WERA secretariat publishes an open call for postdoctoral researchers to apply to the mentorship programme. This open call lists the mentors and the specific areas of expertise for the cycle.
4. The WERA secretariat collates incoming applications and emails these to the WERA Mentorship Programme Committee.
5. The WERA Mentorship Programme Committee captures applications in a format of their choice (for example on an online platform, structured according to the research areas of the call).
6. The WERA Mentoring Programme Committee conducts a selection process to decide which candidates meet the eligibility criteria, whereafter the Committee individually informs each potential mentor regarding eligible candidates (proposed mentor-mentee binaries).
7. The final decision on acceptance for mentorship will be the decision of the mentor.
8. The Mentor informs the WERA Mentoring Programme Committee regarding Mentee(s) they can/will take on. The WERA Mentoring Programme Committee shares final decisions of mentor-mentee binaries with the WERA secretariat. The WERA secretariat informs Mentors and Mentees regarding outcomes.
9. The Mentor and Mentee formalise the Mentoring Agreement (see Appendix A). Amongst others, the Mentoring Agreement/contract points out that WERA operates as a platform or catalyst of initializing connections, but that it is the responsibility of the mentor and mentee to set the aim, frequency and conditions of their exchange.
10. The Mentee shares the finalized Mentoring Agreement with the WERA Mentoring Programme Committee as well as with the WERA secretariat.
11. The WERA Mentoring Programme Committee conducts an evaluation of the programme at the end of each year and reports back to the WERA Council.

APPENDIX A
WERA Mentoring Agreement

The WERA Mentoring Fellow and WERA Mentee agree to the following terms and conditions of the WERA mentoring program:

- The mentoring partnership is based on a voluntary commitment of both partners
- The agreed topics and dates are binding.
- The mentee is committed to consistently pursue his/her scientific career and implement the agreed career steps.
- The mentee takes over the preparation and documentation of the contacts within the framework of the partnership.
- The mentor undertakes to advise and support the mentee in career planning, access to scientific networks and other relevant information. The mentor is committed to constructive cooperation at the meetings.
- **Premature termination:** If circumstances arise that prevent the mentoring partnership from continuing, it can be terminated prematurely. WERA Mentorship Program Committee will be informed in this case and consulted if necessary.

Confidentiality

All information exchanged within the mentorship program will be treated as strictly confidential unless both parties agree to a public release.

It is agreed that the duration of the mentoring relationship will be for a period of 6 months from xxx to xxx.

Mentoring communication details:

Medium: xxx

Time: xxx

In addition, it is agreed that regular contact will be made.

by email

per xxx

at a time interval of xxx

Mentee and Mentor agree to the possibility of further contact in case of need.

Agreement on the main topics of mentoring:

Thematic focus: xxx

Aims: xxx

Expectations of the Mentee: xxx

Expectations of the Mentor: xxx

Duration of Mentoring Agreement:

Start date: dd/mm/yyyy

End date: dd/mm/yyyy

Date / Signature
Mentor
Committee

Date / Signature
Mentee

Date / Signature
Chair of the Mentorship