



The Bar Council



LAW SOCIETY OF KENYA

Dear Mentor/Mentee,

Welcome to the Bar Council and Law Society of Kenya's mentoring programme. We are delighted to have you join the programme.

Nature of Mentoring Scheme

The Bar Council and Law Society of Kenya hope this programme will equip participants with knowledge and soft skills that will help them to develop their careers and open pathways to success at their respective Bars.

The Mentoring programme will consist of an induction session, followed by meetings between mentor and mentee either once or twice per month, to be agreed by the parties themselves. In order to optimise this experience, we ask participants to read the following provisions and provide their written consent to adhere to the standards set out.

Overview of Mentoring Programme:

- 1) I understand that the Bar Council and Law Society of Kenya operate as professional associations that are reliant on membership fees for their financial support, and as such the mentoring programme is a free non-profit endeavour.
- 2) I understand that the mentoring scheme runs for 12 months, and I am expected to participate in mentoring events throughout this 12-month period.
- 3) I understand that the Bar Council has undergone a meticulous process to join up mentors and mentees who can provide help and assistance to one another and has tried to ensure mentor's/mentee's practice areas relate to one another's interests where possible. However, I accept this is not always possible.
- 4) I understand that, in order to gain a substantive return from my mentoring relationship, I will be expected to make monthly contact with my mentor/mentee as a minimum, whether this is via email, phone, or other electronic communication.

- 5) I will notify the Bar Council/Law Society of Kenya mentoring team (Amrit Dhanoa and Bonface Ware) if I wish to leave the programme prior to the 12-month period.
- 6) I grant permission for the Bar Council to store my personal data as permitted under UK data protection legislation for an appropriate period i.e., until the conclusion of the mentoring programme

Mentor/Mentee Responsibilities:

- 1) I understand as a mentor/mentee that I am expected to behave in a professional and appropriate manner when liaising with my mentor.
- 2) I understand that discussions with my mentor/mentee are confidential unless they genuinely fear for my safety or the safety of others. I understand in such circumstances my mentor/mentee is at liberty to disclose the appropriate information.
- 3) I will not disclose my mentor's/mentee's personal contact details without their permission.
- 4) I understand that I will be automatically removed from the mentoring programme if I use inappropriate language or display unacceptable conduct (violent, abusive or sexual behaviour).
- 5) I understand that the programme is not concerned with referring or securing work, and that 'pestering' my mentor/mentee for work may result in my being removed from the mentoring programme
- 6) I understand that I am not permitted to take photographs/print screens, record or post mentoring sessions on social media without my mentor's/mentee's consent.
- 7) I agree to not engage or pursue the development of relationships that go beyond the established mentor/mentee relationship. This includes romantic relationships, monetary exchange and relationships of a similarly intimate nature during my time on the programme. I understand that engaging in such activity will result in the automatic removal of my assigned mentor/mentee from the mentoring programme.
- 8) I will endeavour to be punctual when meeting my mentor/mentee.
- 9) I understand that I am at liberty to report my mentor/mentee to the Bar Council/the Law Society of Kenya if they engage in inappropriate conduct.
- 10) I understand that as mentor/mentee we are responsible for our own communication.
- 11) I understand and agree that neither the Bar Council nor the Law Society of Kenya are responsible for any costs incurred whilst engaging in the scheme and are exempt from any form of liability which may arise during the course of the programme.
- 12) I understand that neither the Bar Council nor the Law Society of Kenya is responsible for activities outside of the scope of the mentoring programme.

Confirmation

Please kindly provide your signature and return a signed copy of the Mentoring Letter of Engagement to Stuart McMillan: SMcMillan@BarCouncil.org.uk.

If further information is required or you have any queries, please contact Stuart McMillan in the first instance.

Agreement:

I confirm that I have read and fully understand all provisions. I therefore provide my signature as my written consent.

NAME:

DATE:

SIGNATURE: