



**Urban Land
Institute**

Columbus
Young Leaders Group

2015 Program Overview

Memorandum of Understanding

As a participant in the 2015 Mentor Program, you will benefit from personal interaction with an experienced real estate professional as well as a small group of your colleagues. You will be given an opportunity to create and foster relationships that will broaden your knowledge and help you to understand the variety of fields within the real estate industry. Please review the requirements below to assess whether you are prepared to be a mentee:

As a mentee, I will:

- ✓ Help shape the nature of the relationship (know what kind of mentoring I want)
- ✓ Be prepared to co-facilitate at least one Mentor Group meeting
- ✓ Be open in communicating with my mentor
- ✓ Respect ULI's confidentiality policy
- ✓ Come prepared to discuss issues at each meeting
- ✓ Take responsibility for helping set the agenda for at least 1 meeting
- ✓ Promptly return phone calls and emails
- ✓ Be punctual and attend all meetings (or notify my mentor of expected absences)
- ✓ Be respectful of my mentor's time

Mentee Agreement: I, _____, am aware of the requirements of ULI Columbus' 2015 Mentor Program. By signing below, I agree to the above listed responsibilities or will risk resignation from the program.

Signature (Date)

Please return by Friday, December 19, 2014 to alicia.gaston@uli.org