

Mentor Program

SA Writers Centre Mentorship Program

The mentorship program is designed to connect our members with a suitable mentor, at any stage of their writing careers. From writing craft, editing, pre-publication, to marketing and publicity mentorships - and encompassing a wide range of genres – SA Writers Centre will assist you to identify the most appropriate mentor for your needs.

Selection of Mentor

There are a number of mentors listed on our website. Please familiarise yourself with them and prepare a shortlist of preferred mentors.

Mentorship Application Form

You will also need to identify at least one (maximum of three) goals for your mentorship and agree to the full terms and conditions.

Process

SA Writers Centre will connect you with a mentor with four weeks of application. Once both the mentor and the mentee have agreed on a timeframe and other details, the mentorship fees must be paid in advance in full to the Centre.

What to expect

Mentorship hours are billed for actual time spent, in 15 minute (minimum) increments. This includes all contact with the mentee including phone/Skype/IM conversations, emails, reading and feedback time and face to face meetings.

Note this means that if you send four emails to your mentor, that will equate to one hour of mentorship time.

The mentor and mentee will develop a shared timetable and plan, including identified goals, and will keep a weekly record that tracks progress towards goals and time spent by the mentor.

Any questions or difficulties will be resolved by the SA Writers Centre.

Rates

Mentorships are offered in five hour blocks.

5 hours	\$550
10 hours	\$880
20 hours	\$1650

You can add additional blocks upon completion of initial blocks if you and your mentor agree that this would be beneficial for your work.

SA Writers Centre Mentorship Application

Mentee Details

Name: _____

Email: _____

Date joined/ renewed: _____

Preferred Mentor

See mentor register on our website for details

Preference 1: _____

Preference 1: _____

Preference 1: _____

SA Writers Centre to select _____

Staff will be in touch to discuss

Number of Hours: 5 / 10 / 20

Total Payment Due: _____

Mentorship Goals:

1. _____

2. _____

3. _____

I understand that acceptance into the Mentorship Program is at the discretion of the SA Writers Centre, and that the submission of this form does not guarantee acceptance.

I understand that I will be required to sign an Mentoring Agreement, and that I will be bound by the SA Writers Centre Code of Conduct that requires appropriate and respectful behaviour at all times.

SA Writers Centre Mentorship Agreement

Mentee Details

Name: _____

Email: _____

Mentor Details

Name: _____

Email: _____

Number of Hours: 5 / 10 / 20

Total Payment/ Date Paid: _____

Date of Commencement: _____

Date of Completion: _____

Mentorship Goals:

1. _____

2. _____

3. _____

Both the mentee and mentor agree to the above goals, hours and timelines, and understand the attached schedule must be kept up to date, listing mentorship hours used. If any conflict arises, the SA Writers Centre must be informed as soon as possible.

Both the mentor and the mentee agree to conduct themselves in respectful and polite ways at all times. Any potential areas of conflict should be referred to the SA Writers Centre immediately.

Signed:

_____ Name of Mentee	_____ Signed	_____ Date
_____ Name of Mentor	_____ Signed	_____ Date
_____ SA Writers Centre	_____ Signed	_____ Date

Mentorship Timeline:

Date	Activity*	Hours	Total Hours	Notes

** ie writing submitted, reading time, email contact, face to face meeting, phone calls etc.*