

# MENTORING RELATIONSHIP DO's & DON'Ts

## MAKE TIME TO COMMIT

Both mentors and mentees should have the time to commit to a new relationship under the Programme. It's encouraged that time commitment (e.g. frequency of meetings) is discussed early in the mentoring relationship.

## BE OPEN-MINDED

We encourage mentees to be open-minded about who you can learn from in terms of business area, experience level, and background.

## STAY PROFESSIONAL

Mentors and mentees are expected to stay professional in their comments and feedback.

## MAINTAIN CONFIDENTIALITY

The discussion between mentors and mentees is to be kept confidential in line with the Programme's associated mentor/mentee guidelines, and discretion should be exercised by both mentors and mentees, unless given permission to do otherwise.

*Remember: Mentoring should not be used to solicit talent from other departments or business areas. If Programme participants feel they are being approached by a mentor/mentee in this way, please notify [diversity\\_inclusion@cantor.com](mailto:diversity_inclusion@cantor.com).*