



EAIT Industry Mentoring Program Guidelines and Code of Conduct

The EAIT Industry Mentoring Program supports professional conversations between students and industry mentors. It is designed to help students explore career pathways, build confidence, understand professional practice and learn from the experience of others.

These guidelines apply to all mentors and student mentees upon registration to participate in the program. They are intended to support a respectful, safe and useful mentoring experience.

Shared responsibility

Mentoring works best when both participants take responsibility for the relationship. Mentors and mentees are expected to communicate respectfully, prepare for meetings, honour agreed commitments and contribute to a positive mentoring experience.

Mentees are encouraged to take the lead in identifying their goals, arranging meetings and preparing topics for discussion. Mentors are encouraged to share relevant experience, perspectives and guidance within the limits of their role and expertise.

Professional boundaries

Mentoring is a professional development relationship. Communication and meetings should remain respectful, purposeful and connected to the goals of mentoring.

Participants should avoid behaviour that could place pressure on the other person, create a conflict of interest, or be open to misinterpretation. Mentoring may lead to positive professional connections, but the relationship should remain focused on career learning, industry insight and professional development.

Confidentiality and privacy

Mentors and mentees should treat information shared through the mentoring relationship with care and respect.

Personal information, experiences, workplace examples or conversations shared during mentoring should not be passed on without permission, unless there is a concern relating to safety, wellbeing, legal obligations or University reporting requirements.

Participants should also take reasonable care when storing, using or sharing contact details or other personal information connected to the program.

Scope of mentoring

Mentoring is intended to support career learning, professional reflection and industry insight. Mentors may share advice, experience, feedback and general guidance.

Participation in the program does not create an expectation of employment, placement, internship, referral, assessment support or ongoing professional contact.

Mentoring is not counselling, academic supervision, formal advising, assessment support or crisis support. If a conversation raises issues outside the purpose of mentoring, participants should seek appropriate support or guidance.



Respectful and inclusive conduct

All participants are expected to contribute to an inclusive and respectful mentoring environment. This includes being considerate of different backgrounds, experiences, communication styles, cultures, identities, career goals and levels of professional confidence.

Behaviour that is discriminatory, harassing, intimidating, exploitative or otherwise inappropriate is not consistent with the purpose of the program.

Raising a question or concern Participants are encouraged to raise questions or concerns early so they can be addressed promptly and appropriately.

For minor issues, participants may choose to speak directly with the other person first, where it feels safe and appropriate to do so.

If something feels unclear, uncomfortable, unsafe or outside the purpose of mentoring, participants should contact the EAIT Employability team for guidance.

This may include concerns about professional boundaries, communication, confidentiality, behaviour, pressure to continue a mentoring relationship, or conversations that move beyond the scope of mentoring.

EAIT may provide guidance, pause or end a mentoring relationship, or take other appropriate steps in line with University policies and guidelines.

Contact details are provided below.

EAIT Employability

07 3365 8534

employability@eait.uq.edu.au

eait.uq.edu.au/employability

Related UQ policies and expectations

Student mentees are expected to continue to meet their responsibilities under relevant UQ policies, including the [UQ Student Code of Conduct Policy](#) and the [UQ Student Integrity and Misconduct Policy](#).

For mentors, these guidelines outline the expectations of participation in the EAIT Industry Mentoring Program. Mentors may also have professional, workplace or legal obligations that apply outside the program.

Acknowledgement

By participating in the EAIT Industry Mentoring Program, mentors and student mentees agree to follow these Guidelines and Code of Conduct.