

## ASSIGNED COUNSEL DEFENDER PLAN MENTORING PROGRAM

The Program's purpose is to provide mentees the opportunity to gain insight into the legal profession from an experienced attorney who practices in an area of interest, and/or who shares similar personal experiences with the mentee.

We invite seasoned attorneys, to complete our mentor application, specifying what type of mentor experience can be offered. If you are interested in being a mentor to a recently approved 8b attorney, please contact our office or submit your application to [admin@suffolk18b.org](mailto:admin@suffolk18b.org).

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NAME: \_\_\_\_\_ TELEPHONE #: \_\_\_\_\_

ADDRESS: \_\_\_\_\_:

E-MAIL ADDRESS: \_\_\_\_\_

18b PANEL CURRENTLY PARTICIPATING: \_\_\_\_\_

Have you previously mentored an 18b attorney: (if so, please indicate name of mentee):

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ARE YOU A MEMBER OF THE SUFFOLK COUNTY BAR ASSOCIATION AND/OR CRIMINAL BAR:

Suffolk County Bar Association

Suffolk County Criminal Bar Association

# **Plan and Program Rules**

## **Meetings**

Participants are encouraged to meet with each other during the course of six months. The new lawyer and mentor should schedule these meetings at times and places most convenient for them. Some new lawyers and mentors may find it easiest to schedule meetings in the morning before Court is in session or at the lunch break, rather than always meeting at an office setting.

## **Length of Mentoring Term**

The mentoring term lasts approximately six (6) months.

**There is no cost to for this program.**

## **Submissions**

This program does not require any journaling or submission of written work. However, the following must be completed:

1. 18b Assignment forms
2. 18b Evaluation form.

## **Some of the ABA's Best Practices for Mentor programs:**

- Keep the lines of communication open, learn to listen and ask questions.
- Show interest in your own professional growth and commit to the process.
- Seek and welcome feedback – constructive feedback, advice and recommendations foster professional growth.
- Regularly assess your needs, ambitions, strengths and weaknesses.
- Identify short-term and long-term professional goals.
- Stay open to different perspectives

MENTOR AGREEMENT

I acknowledge the specific goals of the Program:

- To foster the development of the 18B lawyer’s practical skills and increase his or her knowledge of legal customs;
- To create a sense of pride and integrity in the legal profession;
- To promote collegial relationships among legal professionals and involvement in the bar;
- To improve legal ability and professional judgment; and
- To encourage the use of best practices and highest ideals in the practice of law.

I acknowledge and will abide by the following Program rules:

- Any communication between the mentor and the new lawyer arising out my participation in the Program is for the sole purpose of guiding and teaching the 18B lawyer about the practice of law as it relates to Mandated Legal Representation and the issues that the a lawyer is likely to face in the practice of law.
- Any communication between the mentor and new lawyer is not intended to be the rendering of legal or professional advice to the new lawyer or his or her clients, and the new lawyer will not rely upon such communications or cause any client to rely upon them. The new lawyer will rely solely upon his/her own judgment, legal opinions, or independent research.
- No confidential relationship is formed between the mentor and the new lawyer as a result of participation in the Program. The new lawyer will not identify any client to the mentor or reveal to the mentor any client confidence, nor will the new lawyer seek professional or legal advice from the mentor about specific legal matters or clients. Instead all discussions about substantive legal matters between the new lawyer and mentor will be limited to hypothetical situations.
- The mentor is not assuming any liability or responsibility with respect to any legal matter of the new lawyer’s clients, nor will the mentor render professional services to or take any responsibility for any aspect of representation of the new lawyer’s clients.
- The mentor will not co-counsel any matter with the new lawyer, nor will the mentor make referrals to or accept referrals from the new lawyer during the term of their mentoring relationship through the Program.
- The new lawyer agrees to waive all claims against, and to hold harmless, the mentor and the Assigned Counsel Defender Plan of Suffolk County, its employees and agents, for any actions or inactions associated with the Program or with the new lawyer’s participation in same.

I pledge to devote the time and effort needed to complete the activities selected in our Mentoring Plan.

I hereby certify that I have read the above Mentoring Agreement and agree to its terms.

\_\_\_\_\_  
Signature of New Lawyer Date

\_\_\_\_\_  
Signature of Mentor Date

\_\_\_\_\_  
Print name & Attorney Registration No.

\_\_\_\_\_  
Print Name & Attorney Registration No.