

AME Mentorship Program Terms and Conditions

ABOUT AME

AME is the lead association for the mineral exploration and development industry based in British Columbia. Established in 1912, AME represents, advocates and promotes the interests of more than 6,000 members who are engaged in mineral exploration and development in BC and globally. AME encourages a safe, economically strong and environmentally responsible industry by providing clear initiatives, policies, events and tools to support its membership in delivering responsible projects that advance reconciliation and provide benefit to all British Columbians.

Through leadership, advocacy, and collaborative partnerships AME assists in the expansion of the responsible work of mineral explorers and developers operating, or based, in British Columbia.

Modelling leadership in alignment with their values, AME will create and deliver events, initiatives, policy and guiding principles. This work will assist AME's membership in furthering responsible exploration and development that promotes economic viability, safety, environmental and social responsibility, reconciliation and collaborative partnerships.

MENTORSHIP PROGRAM

The AME Mentorship program is a voluntary program that will focus on matching early-career “mentees” with exploration and development industry professionals, “mentors”. The coaching/mentoring relationship has a goal of fostering the professional growth and development of the mentee by helping them set and reach their development goals. The program also establishes a link between mentors and mentees to facilitate career advancement, increase industry knowledge and expand professional networks.

GUIDING PRINCIPLES

The AME Mentorship program will be guided by AME's five Core Values:

- **Be Respectful**
- **Be Focused**
- **Be Effective**
- **Be Informative**
- **Be Inclusive**

As such, we ask that mentee/mentor partners read and discuss together the attached commitment contract. We ask both participants to sign the commitment contract in agreement to uphold the principles outlined within it.

HEALTH AND SAFETY

- The physical and emotional safety of staff, volunteers and members is a top priority of AME. As such, AME would like to emphasize as part of the AME Mentorship program that all participants are to adhere to the obligations of being an AME member at all time.
- All participants must practice honesty, integrity and fairness in all aspects of their dealings with AME staff, volunteers and other participants of the AME Mentorship program. Respectful communication is a key requirement of participation.
- Any unwelcome physical contact, or comments (written and verbal) or conduct of a sexual nature, will not be tolerated.

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- Any aggressive behaviour or verbal and/or physical conduct that denigrates, shows hostility, or aversion toward any individual, or any behaviour that demeans or exploits an individual, will not be tolerated.
- If any participant should experience or witness any instance of the above, please report it immediately to the program administrator. All reports will be investigated swiftly and will be kept confidential to the extent permitted by law.
- Breaches of the requirements above may result in expulsion from the AME Mentorship program and/or loss of membership in good standing with AME.

PRIVACY AND CONFIDENTIALITY

- Confidentiality is critical to developing a trusting mentoring relationship. All participants of the Mentorship program have an obligation to maintain the confidentiality of the personal and business experiences shared and agree to adhere to the same standard of confidentiality.
- All discussions between AME and Mentees/Mentors as well as discussions between the Mentee and Mentor shall be considered confidential to the extent permitted by law, unless specifically agreed.
- Personal information collected by AME for the administration of the Mentorship program will be collected as per the terms of the AME Privacy Policy (<https://amebc.ca/privacy-policy/>).

PROGRAM STRUCTURE AND KEY DATES

- **Matching:** Pairings will be made in good faith by the AME Roundup Organizing Committee based on mentee and mentor applications and interviews. Considerations in the matching process will include development goals, specific topical interests, location, experiences, and matching preferences indicated by the participants. While all efforts are made at AME to create matches that will be fulfilling for all participants, a mentorship match may turn out to not be a good fit. In that case, participants are asked to report the match to the Program Administrator so that consideration can be given to create a more suitable match.
- **Communication:** AME's main form of communication will be by email.
- **Kickoff Meeting: Oct/Nov 2025 – Date TBA** – The meeting will include a program overview and first mentoring match meet and greet. Program goals, participant roles, mentoring best practices, the commitment contract, program processes, and meeting/time expectations will be discussed. This event is mandatory.
- **Mentor/Mentee Meetings:** The expectation is one meeting per month for approximately one hour.
- **Check-ins:** Check-ins from AME will occur with the mentees and mentors in Feb/March 2026 to discuss progress and any concerns.
- **Program Evaluation:** A survey will be conducted at the end of October for feedback on the program.
- **Mentorship Event at AME Roundup 2026 – January** – The mentors and mentees in the program are highly encouraged to attend this event to have an in-person chat. There will be a speaker, networking opportunities and tips on how to make the most of your AME Roundup experience.

SUGGESTED DISCUSSION TOPICS WITH MENTORS/MENTEES

- Goal setting – 2-3 goals mentees wish to achieve during the program
- Job discussion: what are the opportunities and how to find them
- End of school, now what? (if applicable)
- Contract review, wages, setting expectations
- How is the summer in the field going, any problems that need discussion?

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- Goal review – progress/obstacles
- Starting out in the office
- Follow-up on the goals, next steps

SUGGESTED EVENTS TO ATTEND TOGETHER

- Mining for Beer networking events
- Women in Mining events
- Conferences such as PDAC, BCNRF, Minerals North, and more
- Mining Month events (May)
- Attend AME's Holiday Open House in November 2025

GOAL SETTING

- Goal setting and career planning help the mentee identify their professional and personal goals, as well as think about their long-term career path.
- The purpose for entering into a mentoring relationship is for personal growth and development of the mentee and mentor. Mentoring relationships are focused on achieving goals, particularly the Mentee's specific goals.
- To aid in the success of the mentoring relationship, the mentee and mentor should have a clear idea of what the mentee's goals are – their career/professional goals, as well as their goals for the relationship. Though it's appropriate for mentors to expect their mentee to formulate their goals and present them to the mentor early on, many people find setting goals challenging. Mentors can aid the mentee with help to set 2-3 goals they wish to achieve during the program.
- Goals can be set in, but are not limited to, the following areas:
 - Career Management
 - Leadership
 - Technical Skills
 - Personal Effectiveness
 - Corporate Culture
 - Communication Skills
 - Building Respectful Relationships
- Please note: AME does not participate in the goal-setting or career planning of each Mentorship pairing. This is inherent to the core of the mentorship relationship and thus, is left to the participants to determine between themselves.

PROGRAM EVALUATION

Over the summer, program administrators will reach out to participants for feedback and to ensure that the program is running smoothly. We encourage all participants to contact the program administrator at anytime to share their experience and feedback.

Towards the end of the year, all participants will be asked to fill out a survey and evaluate the program. We will be gathering information on how well the AME Mentorship program met their expectations and goals as well as the overall experience of the program. This will help shape the program for the next round of participants.

AME IS HERE TO SUPPORT

AME is committed to providing a positive experience for all participants of the AME Mentorship program. The AME Vice President, Events and Operations will act as the AME Mentorship program administrator and will be

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available to participants throughout the year to address concerns, answer questions and/or provide tools to aid in the success of the match.

In addition, AME staff and the AME Roundup Organizing Committee may be asked to provide assistance with:

- Initial/ongoing training for mentors
- Monitoring, supervising and supporting the match
- Reports
- Complaints process

All participants in the AME Mentorship program are AME members and are matched by AME in good faith based on the criteria provided by both mentors and mentees. AME is not involved in the actual day-to-day mechanics of the mentorship relationship, and each mentor/mentee pairing is free to work together to establish the goals of their mentorship experience, without interference by AME.

Should a mentor or mentee identify to AME that a particular match is not a good fit – or should a legitimate complaint arise about a participant necessitating the cancellation of a given pairing – AME will make good faith efforts to reassign the mentee to another mentor.

I have read and understood the Terms and Conditions listed above.

Name:

Signature:

Date: