

ATTACHMENT D

SAMPLE LETTER TO MENTOR AT BEGINNING OF PROGRAM PERIOD

[South Carolina Commission on the Profession Letterhead]

Dear _____,

This letter confirms your agreement to participate in the pilot South Carolina Lawyer Mentoring Program as a mentor for _____.

Your active participation is vital to the success of the program and the fulfillment of its goal of improving the transition of new lawyers into the profession, with a stronger understanding of the accompanying ethical and professional expectations. At the end of the one-year mentoring period, your comments and recommendations regarding this pilot program will be vital to subsequent evaluation of the program and a decision by the Supreme Court as to whether the program should be made permanent.

As a mentor, you will have available to you materials designed to assist you in carrying out your responsibilities as a mentor.

Enclosed with this letter is a copy of the reporting form that you will be required to submit at the end of the mentoring period. During the mentoring period, you will be expected to assist the lawyer being mentored in achieving each of the objectives of the mentoring program. Those objectives are set forth in the Uniform Mentoring Plan, attached to that form. If any activities are not completed, you will be asked to explain the omission of those elements. A purpose of the pilot program is to ascertain which activities are feasible and appropriate to require and your explanations will be important in that determination. Fulfillment of your mentoring obligations will also qualify for 4 hours of South Carolina MCLE credit in the year in which the mentoring is completed.

We thank for your participation as a mentor.

Sincerely,