



General Agreement on the Mentoring Program

between

Johnsenskillz AG
Bahnhofstrasse 23
6300 Zug
Switzerland

(hereinafter "Johnsenskillz" or "we") and

Name: _____
Address: _____
e-mail: _____
phone number: _____

(hereinafter "the Mentee" or "you")

agree on the following terms and conditions of the Mentoring Program:

1. Introduction

1.1. General

Johnsenskillz AG ("Johnsenskillz" or "we") is the owner of the website and platform <https://www.sheskillzglobal.com/> and any subdomains of it ("website" or "SHESKILLZ GLOBAL"). We stand for equality, and our vision is a world where talent has no gender. Thus, we created SHESKILLZ GLOBAL, where we provide different Services and tools for female talents ("you" or "User") that may help women (and men when the specific program is open to them) accelerate their careers and may help promote their skills, competencies, and experiences. One of these Services is the Mentoring Program. As a registered User (a Candidate) of SHESKILLZ GLOBAL, you are eligible for the Mentoring Program. The Mentoring Program relies on experienced professionals who volunteer to be a Mentor.

This General Agreement on the Mentoring Program ("Agreement") governs the general terms and conditions of the Mentoring Program.

The use of our Services (as defined below) with SHESKILLZ GLOBAL is also subject to the privacy policy, which covers how we collect, use, share, and store your personal data. When using our Services, you agree to all of the terms of our privacy policy in its latest version, as available under the following link: [Privacy Policy](#), which forms an integral part of this Agreement.

1.2. Contact details

If you have any questions or comments regarding this Agreement, please do not hesitate to contact us. You can reach us as follows:

Johnsenskillz AG
Guro A. Johnsen
c/o BGP tax and legal AG
Bahnhofstrasse 23
6300 Zug
Switzerland

info@sheskillzglobal.com

We will do our best to assist you with your inquiries.

2. Mentoring Program

2.1. General

If you are interested in participating in the Mentoring Program, you must apply for a place in a Mentoring Program. As places are limited, participation in the program is not guaranteed.

If you are considered for a Mentoring Program, you must sign this Agreement and send it to info@sheskillzglobal.com or for those attending a tailor-made program, the email address provided for the program.

After signing this Mentoring Agreement you will get access to the platform. On the platform, you will enter why you want a mentor and the topics for which you wish to be mentored. You will also set your goals. After entering all the information required, your profile is complete. Once accepted for the program, mentors who have entered the same information/topics as the Mentee will see the Mentee's profile and will send a mentoring request to the Mentee. After receiving the request, the Mentee will see the profile of the Mentor. It is up to the Mentee to decide if she/he to accept the request. Once the request is accepted, the Mentee and the Mentor can connect and agree on the first online session. If the Mentee declines the request of the Mentor, the Mentor will no longer be available and will mentor another Mentee.

Should the Mentee refuse more than two Mentors, it is in the sole discretion of Johnsenskillz to propose another Mentor or to terminate this Agreement with the Mentee with immediate effect. The Mentee has no right to the allocation of a specific Mentor.

It is not possible to complete the Mentor Program in an anonymous way. During the participation at the Mentor Program, you may interact with other Mentees and Mentors and third parties, especially during webinars. During the webinars, all the participants may see your name, video, and/or picture, and your email address, depending on the service used for the webinar.

If you have already completed a Mentoring Program, you are not eligible for another Mentoring Program. Should you have terminated a Mentoring Program early, it is in the sole discretion of Johnsenskillz to determine if you are still eligible for another Mentoring Program.

2.2. Mentor/Mentee-Relationship

The Mentor and Mentee individually determine the content, tasks, and goals of the Mentoring program based on their needs and experiences. The agreement on the content of the Mentoring Program can be concluded in writing as well as verbally. JohnsenSkillz suggests that the Mentor and Mentee determine the content, tasks, and goals in writing.

The Mentee will fill out »Session Minutes« on the SHESKILLZ GLOBAL platform for each mentoring session.

2.3. Session Minutes

The purpose of the »Session Minutes« is to assist the Mentor and the Mentee in documenting what parameters and goals will serve as the foundation of the mentoring relationship.

2.3.1. Goals/Development stair(s)

Under the title "Development stair« or »goal«, you determine what you hope to achieve as a result of the mentoring Program. The goals may be (non- exhaustive list) daily operational issues/topics that you would like to discuss, explore new career opportunities/alternatives, obtain knowledge of organizational culture, networking, and leadership skill development.

2.3.2. Meeting frequency

The Mentoring Program consists of a total of 4 Sessions. The Sessions will take place online. Each Session lasts from 45 minutes to 1.5 hours.

You and the Mentor determine the frequency, the duration, and the digital location of the Sessions.

2.3.3. Duration / Termination

This mentorship relationship will continue as long as you and the Mentor feel comfortable with its progress and results, or until all four sessions have been held.

You or the Mentor may terminate the Mentoring Program at any time, and we agree to honor your decision to stop the Mentoring Program. In order to terminate the Mentoring Program, please contact us by email (contact details in 1.2. above).

2.4. Webinars

During the Mentoring Program, you will assist with at least 2 to 3 webinars for which you must register in advance. The registration and information you will take from the invitation for the webinar.

We encourage you to actively participate in the webinars, as you may benefit from them. You agree and confirm that you agree that your personal information (such as first name, last name, email address, pictures/face) is disclosed through invitations and/or during the webinars, and that other participants may see this information. Webinars are not held anonymously.

3. Obligations

3.1. Eligibility for the Mentoring Program

To be eligible for the Mentoring Program, you agree and confirm that:

- (1) You are 18 years or older.
- (2) You have/will set up a profile on SHESKILLZ GLOBAL.
- (3) You will only have one profile on SHESKILLZ GLOBAL, which must be in your real name.
- (4) It is your first time participating in the Mentoring Program.
- (5) You are not already restricted by JohnsenSkillz from using the Services.

JohnsenSkillz reserves the right to unilaterally decide whether a User will participate in the mentoring program.

3.2. Your responsibilities

Having registered as a Mentee, you agree and confirm to:

- (1) Be committed to the Mentoring Program and your professional development.
- (2) Identify realistic goals and timeframes with the Mentor.
- (3) Fill in the »Session Minutes« (you will find it on the Platform under »Session Minutes«) no later than 7 days after the last Session with the Mentor.
- (4) Adhere to the commitments and tasks determined by the Mentor and you.
- (5) Attend 2 to 3 webinars during the Mentoring Program course.
- (6) Inform the program committee at least five business days in advance of the webinar that you are not attending a webinar.
- (7) Be solely responsible for the decisions you make based on the Mentoring Program.
- (8) Comply with all applicable laws, including without limitation, privacy laws, intellectual property laws, tax laws, and regulatory requirements.
- (9) Participating in the Mentor Program in a manner and with a behaviour suitable and expected when using a platform like SHESKILLZ GLOBAL.

If the Mentee does not comply with the obligations set out in this Agreement as well as agreements determined by the Mentor and the Mentee, you may lose your spot in the Mentoring Program. JohnsenSkillz and/or the Mentor may individually terminate the Mentoring Program.

3.3. Payments (only for those not attending a tailor-made program paid by their company or organisation)

The Mentoring Program administration fee is EUR 250. The fee is payable in advance by [you will receive an invoice]. In due time, after paying the fee, you will get access to the platform. Next to the administration fee there will also be a mentoring program attending fee of _____ CHF depending on what program you are attending.

3.4. Tips and advice of the Mentor and SHESKILLZ GLOBAL

The goal of JohnsenSkillz is to provide an environment on SHESKILLZ GLOBAL where users can boost their competencies. Consequently, you will find tips and advice throughout the website, and you will receive tips and advice from your Mentor. It is up to you to decide and in your sole responsibility if you wish to follow the advice or tip that you receive on the platform or from mentor(s). If the advice or tip given should turn out negatively or bring disadvantageous results (e.g., termination of employment contract), neither JohnsenSkillz nor the Mentor assumes responsibility or liability.

4. Disclaimer and Limit of Liability

4.1. Exclusion of Liability

Johnsenskillz, to the extent permitted by applicable law, excluded all liability for damages caused to the Mentee (save when Johnsenskillz caused any damage acting in gross negligence or wilful misconduct). In particular, the Mentee notes and accepts that Johnsenskillz cannot guarantee that the Mentor Program will work optimally or be a success.

5. Miscellaneous

5.1. Governing law and place of jurisdiction

This Agreement shall be governed by and construed in accordance with Swiss law, excluding the United Nations Convention on Contracts for the International Sale of Goods of 11 April 1980 and conflicts of law rules. The Parties to this Agreement irrevocably agree that, unless statutory law provides otherwise, the competent courts at the registered office of Johnsenskillz in Switzerland are to have jurisdiction to settle any disputes which may arise out of or in connection with this Agreement and that accordingly any proceedings may exclusively be brought in those courts. Alternatively, Johnsenskillz also has the right to conduct legal proceedings against the User before the competent courts at the User's domicile.

5.2. Severability

Should individual provisions of this Agreement in whole or in part be or become unenforceable or if a loophole becomes apparent, the Agreement shall, in terms of the remaining content, remain unaffected. The ineffective, unenforceable, or missing provision shall be replaced by one such provision that, in legal terms comes closest to the commercial purpose of this Agreement.

With your signature, you confirm that you have read and accept the terms and conditions of this Agreement:

Date / Place: _____

Full Name: _____

Signature: _____

Attachment 1

Development stair: The primary tool we are using for setting the goal(s)/milestones/development, etc.



What are the developments you and your mentor agreed you will focus on until the next session?

Where you will find: Session minutes and toolbox on the platform.

