

Maximizing Your Mentorship Relationship

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**Expectations on Relationship:** Set some prior expectations with your mentors as to what you aim to achieve out of the mentoring relationship. These can always be changed and negotiated.

1. Meeting together: what will work best?
	1. In-person
	2. Online – Phone
	3. Online – Zoom
	4. Email
2. In general, how often would you like to meet or interact?
3. If a text, email, or voicemail is received, we will get back to each other in:
	1. 1-2 days
	2. 12 hours
	3. Other:
4. If we can’t make an expected meeting / interaction, how will we get in touch?

**What motivates you to achieve your goals?**

Thinking about the end of your mentorship program, if someone is asking you about the success of your relationship and you say that it was successful… what does that mean? What does that look like? What would you like to have accomplished? What do you think you’ll be doing next? What parts of your path are clearer now than they were when you started? Write down your initial thoughts here:

**Mentees,** **what are your goals in this mentoring relationship?**

What would you like to learn and develop from interacting with your upper-year student mentor? What do you aim towards for your future at UTM? What personal qualities do you value to develop? What are some strengths you want to develop? When you set goals, make sure they are meaningful, manageable, and measurable (see on page 3).

Goal 1: *(write your goal here)*

|  |  |  |
| --- | --- | --- |
| How is it meaningful? | How is it manageable? | How is it measurable? What is the first step? |
|  |  |  |

Goal 2: *(write your goal here)*

|  |  |  |
| --- | --- | --- |
| How is it meaningful? | How is it manageable? | How is it measurable? What is the first step? |
|  |  |  |

Goal 3: *(write your goal here)*

|  |  |  |
| --- | --- | --- |
| How is it meaningful? | How is it manageable? | How is it measurable? What is the first step? |
|  |  |  |

**How can you check up on your goals?**

It is your job, as a mentee, to regularly check-up with your mentor on your goals and how far along you have come with them throughout the mentoring relationship. Are you both on the same page? Are your goals the same half way through your relationship? Write below:

**Setting Goals:** Create goals that are meaningful, measurable, and manageable.

|  |  |  |
| --- | --- | --- |
| **Meaningful** * What do I want to accomplish? Why?
* What are my priorities right now?
* What am I struggling with?
* What personal qualities do I value?
* What am I passionate about?
 | **Measurable*** What do I want my result to be?
* How will I know when I have accomplished my goal?
* When will I work on my goal?
* Who is involved in this goal?
* How often will I work on this goal? How many times a day? A week? A month?
* How long do I need to work on this goal?
* When is my deadline for this goal?
* Can my goal be more specific?
 | **Manageable** * What other commitments do I have in my life?
* Can I realistically balance this goal with my schedule?
* Do I have the skills, tools, or resources I need to accomplish this goal?
* Is this goal too big? Can I break this goal down into smaller goals?
* Have I accomplished something similar to this goal before?
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