

Defining Your Relationship Together

This worksheet is designed to help you and your Protégé define your relationship. Use this worksheet as a helpful tool during your introduction meeting with your Protégé to guide you in establishing a solid foundation for your mentoring relationship.

1. Together, discuss your reasons for becoming a part of this program.

Protégé: _____

Mentor: _____

2. Together, discuss your goals and expectations for this relationship.

Protégé: _____

Mentor: _____

3. List the contributions you each can make in order to meet your expectations and goals.

Protégé: _____

Mentor: _____

4. Discuss and jointly agree on the “purpose” of your relationship. _____

5. Discuss and determine how you and your mentor will establish and monitor tasks.



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6. Determine how you and your mentor will measure your progress (i.e.: evaluate your relationship from time to time): _____

7. Discuss and share your perceptions of the roles and responsibilities of yourself and your mentor. Define those roles:
Protégé: _____

Mentor: _____

8. Discuss and determine how frequently you and your mentor will meet (once per month is recommended). Where and when will those meetings take place? _____

9. Discuss and determine how you and your mentor will keep the lines of communication open. How do you plan to communicate between meetings? _____

10. Sometimes it is difficult to receive feedback. Discuss ways in which your mentor could deliver feedback and how you plan to respond to that feedback. _____

11. How will you and your mentor determine when the mentoring relationship has come to a conclusion? How will you provide yourselves closure? _____

12. What are some items that you and your mentor would like to address for your next meeting? _____



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