Establishing Positive Mentoring Relationships

Successful mentoring happens when mentors and mentees are prepared and invest in building a positive relationship with each other. While mentoring programs and purposes differ, they all share the goal of facilitating the professional development of mentees. The following guidelines can help provide focus and direction to ensure the mentorship gets off to the right start.

Resources to Support the First Meeting

Both the mentor and mentee need to go into the first meeting with the intention of fully committing to the relationship. The mentee should come prepared with professional goals to guide the collegial conversation and the mentor should also reflect on their goals for the mentoring relationship. Together, mentors and mentees will use these as a basis to provide structure, focus, and momentum to the mentoring relationship.

- Mentors should complete the Mentor Self-Assessment to engage in personal reflection on mentoring practices to guide their own professional growth
- Mentees should complete the Mentee Self-Assessment to guide the development of a focused set of professional goals.
- Together, complete the Mentoring Action Plan to create collective commitments, establish checkpoints, and discuss next steps.
- Review the Principles of Effective Mentoring and reflect on how these will guide your mentoring relationship.

Resources to Support Ongoing Meetings

While the goals and action plans will bring focus and add accountability to the relationship, it is important to have additional tools to help guide the planning and execution of each meeting. These tools will help develop trust and ensure that conversations stay productive and focused on professional growth.

- Track your progress using the Collaborative Log.
- Use different Mentoring Activities at each meeting to meet the professional learning goals of the mentee.
- Use questions for Mentors and Mentees to facilitate discussions and build rapport.
- Review sample Mentor Language that can help mentors and mentees ask good questions and apply best-practices in communication techniques.