

Expectations for Mentors and Mentees

Start your mentor – mentee relationship with an initial call, preferably a video call, to meet and introduce yourself to one another. The initial call is a great starting point to share your goals and expectations for the mentoring relationship, e.g., how often you would like to meet, topics for discussion, etc.

Prior to the call, consider:

- What do I want out of this mentoring relationship?
- What topic(s) do I want to focus on?
- What initially drew me to my mentoring partner?
- When will we meet and how will we communicate?
- How will we hold ourselves accountable to each other?

At the end of the day, it is important to understand that mentoring relationships are a partnership built on mutual trust and support.

Below are a few common expectations identified at the beginning of a mentorship:

For Mentors

- Act as a sounding board for issues relating to the mentees career goals and concerns while providing sharing your experience and offering suggestions.
- Be open to feedback while providing your own. Tactfulness is key when providing honest feedback.
- Give your undivided attention.

For Mentees

- Take initiative to drive the relationship and be responsible for your own career development.
- Identify objectives and keep the relationship moving forward.
- Be prepared to ask for specific advice on topic(s) you seek mentorship on. The more specific you are the better.

Although a formal agreement between the mentee and mentor is not required; here are a few commonly agreed expectations between both parties:

- Always maintain confidentiality during and after the course of your relationship.
- Keep commitments to one another.
- Evaluate the relationship at different points within an agreed-upon time frame.
- Determine a regularly scheduled meeting time and make other arrangements if plans change and notify the other party
- When you meet, give each other your full undivided attention. Be upfront if you expect to be interrupted during the call.
- Be open to new things.
- Build trust with one another by being open and honest.