

There are some practical strategies that could benefit your relationship with your mentor. Remember that you **own** your development, your mentor does not! It is important that you work with your mentor to achieve your objectives. It is not your mentor's responsibility to solve your problems or complete work assignments for you. It is up to you to identify objectives as well as to focus and sustain the relationship.

## Roles & Responsibilities

- Maintain confidentiality
- Keep your supervisor informed of mentoring progress and schedule to ensure that it does not conflict with assignments and priorities
- Share and believe in goals and objectives of the Mentoring Program
- Actively participate in program
- Build an internal and external network to support professional and personal goals
- Asks for and gives feedback
- Acknowledge Mentor's time and support
- Let your Mentor know your self-assessment of your strengths and weaknesses of competencies
- Communicate effectively, openly and honestly
- Assess and evaluate the partnership to ensure it meets the objectives
- Be prompt for meetings and or scheduled calls
- Be prepared for a meeting by having specific topics to discuss to ensure time spent is productive for both parties
- Utilize the Mentoring Agreement with your Mentor in Mentorship Resource Library
- Complete Personal Development Plan
- Participate in orientation webinar
- Proactively review and utilize mentoring resources online

## Self Assessment

- What experiences have you had of being mentored, given advice been trained? What has been your experience of being a Mentee or Mentor?
- What have you learned from the experience above that will prepare you for mentoring now?
- How do you see yourself being supported by the mentor?
- How can you support your mentor to allow them to support you?
- What do you feel makes a successful mentoring relationship?
- What do you think the mentor will gain from the relationship?
- What do you think you will learn from the relationship?
- What difficulties and constraints do you feel there will be on the mentoring relationship? How can these be resolved?
- How much time do you feel will be required for the relationship? How will this time be found?