Welcome to the AAMC Mentor Match Program! To ensure a successful and mutually beneficial mentorship, setting clear and achievable goals is essential. Use this guide to collaboratively establish your goals and expectations for the mentorship journey:

1. **Initial Meeting**
   a. **Objective:** Get to know each other's professional backgrounds, aspirations, and expectations from the mentorship.

2. **Define Overall Objectives**
   a. **Objective:** Establish the overarching purpose of the mentorship. What does the mentee hope to achieve, and how can the mentor assist in this journey?

3. **Short-Term Goals**
   a. **Objective:** Identify specific, attainable goals to be achieved in the short term (3-6 months). These goals should align with the mentee's immediate professional development needs.

4. **Long-Term Goals**
   a. **Objective:** Discuss and outline long-term goals that the mentee aspires to achieve over an extended period (1 year or more).

5. **Skills Development**
   a. **Objective:** Identify areas of skill development for the mentee. Discuss how the mentor can provide guidance, resources, or opportunities for skill enhancement.

6. **Networking and Connections**
   a. **Objective:** Define networking goals. Discuss ways the mentor can facilitate introductions, provide guidance on networking strategies, and expand the mentee's professional connections.

7. **Career Advancement**
   a. **Objective:** Discuss the mentee's career aspirations and outline steps to advance in their field. Determine how the mentor can contribute to this advancement.

8. **Feedback and Evaluation**
   a. **Objective:** Establish a feedback loop for continuous improvement. Discuss how both mentor and mentee will provide constructive feedback on the mentorship experience.

9. **Professional Development Plan**
   a. **Objective:** Collaboratively create a plan outlining key milestones, learning objectives, and activities to achieve the set goals.

10. **Assess Progress Regularly**
    a. **Objective:** Schedule regular check-ins to assess progress, discuss challenges, and adjust goals as needed.

11. **Document Shared Resources**
    a. **Objective:** Create a shared document or folder to store and exchange relevant resources, articles, and tools that contribute to achieving goals.
12. Celebrate Achievements
   a. Objective: Acknowledge and celebrate achievements and milestones along the way. Recognize the value both mentor and mentee bring to the relationship.

13. Revisit and Adjust
   a. Objective: Periodically revisit and adjust goals based on changing circumstances, professional growth, or emerging opportunities.

14. Open Communication
   a. Objective: Establish an environment of open communication. Encourage both mentor and mentee to share concerns, ask questions, and seek guidance when needed.

15. Mutual Expectations Agreement
   a. Objective: Draft a mutual expectations agreement outlining the roles, responsibilities, and expectations each party has for the mentorship.

Remember, flexibility is key in goal-setting. Be open to adapting goals as needed to ensure they remain relevant and achievable throughout the mentorship journey.

Wishing you a fruitful and rewarding mentorship experience!

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