

**AOM Mentor Match
MENTEE WORKSHEET**

Preparing for your first session:

Mentee		Mentor	
Date			

What should the mentor know about you to be able to help you?

Key information about yourself

Identify a clear goal(s) to communicate to your mentor what you want to achieve from participation in the program:

Mentee Learning Goal(s):

Note here what you'd like to know about your mentor and plan to ask direct questions to learn more about his or her experiences.

Best Practices:

- Use your notebook to take notes from the sessions.
- Follow up immediately after the mentoring session with any actions to which you have agreed. Don't delay, as it is more likely to slip your mind as days pass.
- Confirm the date and time of your next mentoring session.
- Send an email one to two days prior to confirm that the Mentor is still "on" for the next session.
- Give advance notice to the Mentor if you are running late or must cancel or postpone a session.