

NACUAMentors Initial Discovery Call Checklist for Mentor

(20 minutes)

1. Introduction. The purpose is to “get to know each other”. At the end of the call jointly decide whether it makes sense to proceed with a Mentor/Mentee relationship.
2. Discuss what they are looking for and how they will define success as a result of our working together.
3. Suggest how your professional background, experiences, and training could help the Mentee achieve the success they are seeking from this relationship.
4. Discuss the confidential nature of the relationship.
5. Discuss “how do you want to be mentored?”
6. Confirm how you will communicate each month. (Email, phone, in-person, etc.) This could take a form of simple information sharing via email, a check-in phone call, or meeting for lunch.
7. Mutually commit to one-year.

Find out more about how to connect to members by visiting

