**Mentee Checklist**

The following questions will help you get the most out of your mentoring partnership, not all questions will be useful, simply answer those which feel most relevant or helpful.

1. What is my purpose for being mentored, why am I doing this?

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2. What do I need to know about my Mentor?

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3. Which specific Personal Development Objectives do I want to focus on?

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4. What are my potential barriers to getting the most out of this opportunity and how will I overcome them?

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5. What requests or agreements might I need from my mentor, e.g. their level of challenge, type of support I need, etc.?

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**Mentee Learning Log**

This template allows you to record your objectives for each mentoring session and the key outcomes of each discussion you have with your mentor.

**Use the document to:**

1. **Record your objectives for the mentoring session.** Before your first mentoring session, you should complete this section yourself. You may want to inform your mentor of the meeting objectives before you meet. You and your mentor should then agree objectives for each upcoming session.

2. **The key discussion points of your mentoring session:** complete this section as soon as possible after each meeting to record what you discussed with your mentor during the session.

3. **Action points agreed by you and your mentor:** complete this section with your mentor during each meeting to record any actions you have agreed to take.

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| **Date of Session** | **Objectives for the mentoring session** | **The key discussion points of your mentoring session** | **Action points agreed by you and your mentor** |
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| **Date of Session** | **Objectives for the mentoring session** | **The key discussion points of your mentoring session** | **Action points agreed by you and your mentor** |
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**Mentoring Partnership Completed: Mentee Self-Reflection**

* 70% of our learning is from doing and reflection is a way to help you to tune into what you are learning from doing.
* This reflective learning log below allows you to outline what you have learnt from this unique learning experience and how you are going to use this learning going forward.

**My Key Learning from my experience as a Mentee:**

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**What went well?**

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**What could have gone better?**

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**Acknowledgements**

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