



Mentee Tips

Mentoring is a partnership that you and your mentor have an obligation to one another. There are a number of things you can do to be a successful mentee:

- Know what you need and want from the relationship.
- Have clearly-defined objectives.
- Identify problems you believe might be obstacles to you in reaching your objectives.
- Give thought to and be able to articulate how you think a mentor could assist you.
- Treat your mentor relationship with care; be respectful of your mentor's time.
- Take initiative.
- Follow up on suggestions and action items from your mentor.

Here are some other tips to follow:

- **Listening**

All the best questions in the world are useless unless you can actively listen for the information that will be helpful to you. Be sure to listen for central ideas. Once you've identified the central idea, consider how it applies to you.

- **Building Trust**

Building trust can take time: As a mentee, you are placing trust in your mentor to provide you with helpful insight and guidance. At the same time, mentors are trusting that mentees will not take advantage of the relationship (e.g., wasting your mentor's time, repeating information not intended for others, asking for favors). Be reliable and consistent.

- **Finding Your Comfort Zone**

Most of us can become more comfortable in any situation by being prepared. Some ways you can prepare for your mentoring relationship include:

1. Have a written list of questions before each meeting
2. Prepare a concrete set of goals and objectives for your mentoring relationship



3. Visualize conversations between your mentor and you as if you've known him or her for a long time
4. Prepare discussion points.

- **Reflection**

After each meeting, ask yourself what you learned from the meeting and how you can apply the learning. You may want to do some reflective writing in a journal or notebook and refer to it from time to time.

- **Maintain contact: Communicating Appreciation and Progress**

Mentors are volunteers. They want to receive some satisfaction from the relationship. The only way that mentors can know how they're doing is if mentees tell them. What you have to offer your mentor is your appreciation and an explanation of the impact the relationship has had on your current and future success. Be polite and courteous. Keep up with your e-mails and ask questions.

- **Actively participate. Be honest.**

Let your mentor know if you don't understand something or have a differing opinion. Listen. Ask if you can observe your mentor's practice if he/she is local

- **Stay positive!**

Remember that your mentor is offering feedback and not criticizing.

Source: [UC Davis – Mentoring ToolKit](#)