

Suggested Agenda	Strategies for Conversation	Questions to Ask/Answer
1. Take time to get to know each other.	Obtain a copy of your mentee's / mentor's bio in advance of the conversation. Share about current responsibilities.	What was your path to RD? What is your current job and work environment? What points of connection do you have?
2. Share mentoring stories.	Share your previous mentoring experiences with your mentoring partner.	What did you like? What did you learn? What would you like to carry forward into this relationship? What would you like to avoid?
3. Begin to explore the mentee's strengths and challenges.	Have the mentee share a top strength and a most pressing challenge. <i>Note: These can be recorded in the Individual Professional Development Plan (IPDP)</i>	What is that one strength that allows you to thrive and excel in the work you do? What challenge is creating a barrier to success in certain areas of your job?
4. Talk about mentee learning and development needs.	Describe your career vision and articulate broad learning needs and the reasons they are important. <i>Note: Self-Assessment Worksheet can help identify target areas.</i>	Why do you want to engage in this relationship? What do you hope to learn? Will addressing your learning gaps support your vision of the future?
5. Determine mentoring relationship expectations.	Consider the expertise needed for your target areas of growth. Discuss what you each expect out of the relationship. <i>Note: The Mentoring, Expertise, Support, and Helping-Hands (MESHH) Network can serve as a guide.</i>	What roles can a NORDP mentor fill? Who are other people that might fill any gaps? Are you clear about each other's wants, needs, and expectations for this mentoring relationship?
6. Discuss setting goals	Consider setting goals in the future and tracking progress. <i>Note: IPDP can serve as a guide.</i>	Do you want to set goals and track progress?
7. Work together to define the parameters of the mentor relationship.	Take time to set guidelines/ground rules and plan for future meetings. <i>Note: These can be recorded in the IPDP.</i>	What are your boundaries (e.g., professional vs. personal topics)? How will you communicate?

Questions or Comments: visit the [FAQs](#) and/or email MentorProgram@nordp.org