

## Mentoring Definition

### Mentoring is a ...

... Two-way interactive process of communication, facilitation, and discovery (*this is what we are doing*)

- Mentoring happens between **two people**.
- Both parties are **willing** participants.
- The process is **safe and predictable**; sharing a common terminology and both people learning.

... Method of building Courage, Self-esteem, responsibility, and cooperation through self-assessment, disclosure and feedback. (*this is how we're doing it*)

- **Courage** enables people to take known risks.
- **Self-esteem** builds on personal strengths, enables people to excel.
- **Responsibility** encourages decision making and accepting consequences.
- **Teamwork** recognizes that people succeed through others.
- **Self-assessment** is an internal evaluation and feedback process to identify and build on strengths and address areas needing improvement.
- **Disclosure** reveals a part of self previously unknown to the other, establishes professional *intimacy* enabling the relationship to thrive.
- **Feedback** provides another person's perspective on performance.

... Commitment to superior performance, sustained improvement, and positive relationships. (*this is why we're doing it*)

- **Superior performance** is the goal of mentoring and coaching.
- **Sustained**, ongoing improvement – we can always improve.
- **Commitment to positive relationships** underlies the mentoring and coaching philosophy; people truly are the most valuable asset of an organization.



Name: \_\_\_\_\_

## How I Want to be Coached/Mentored

*This worksheet will help you clarify your needs and expectations from a coaching / mentoring relationship. The more clarity and alignment you have within your working relationships, the better your chances for a productive, enjoyable, and growing experience.*

*Once complete, make a copy for any person you feel would benefit from the information, and keep the original for your own reference. Your needs and expectations will probably change over time.*

*It's a good idea to revisit these matters periodically.*

In a word, one thing I most need from a coach/mentor is:  
Explain:

Many things motivate me, but my personal top three are:

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I try to be easy to get along with, but like most people, I have a few "triggers" – if they get pushed, I tend to push back. Very briefly, my personal top three "triggers" are:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

If you have the pleasure of coaching me, you can realistically expect me to:

The following personal/professional goals are important to me:

I have the following personal/professional strengths to help me achieve my goals.:

I could use improvement in the following personal/professional areas to further help me achieve my goals:

Coaches (and teammates) can support my work performance as well as my progress toward personal/professional goals in the following ways:

Lastly, I think you ought to know that: