

MENTOR :: ME

CONVERSATION STARTERS

Guide your meetings and ensure they're productive with these suggested questions.

First meeting

- What will give you the most value from today's session?
- What's keeping you awake at night?
- What's working well at the moment?
- What feels problematic right now?
- What do you have control over?
- Where do you want to be a year from now? How will you measure your success?
- What one change would make the biggest improvement in your work?
- What do you enjoy about what you do?
- What have you learned from this?
- What can you do differently next time?
- What did you do well?
- What will you do next?

Future meetings

- What actions have you taken since our last meeting?
- What do you want to achieve from this meeting?
- How useful has this meeting been?
- Would it be helpful to talk about this issue again at our next meeting?
- Where do we go to from here?



Career goals

- Which areas would you like to develop in and why?
- What are your goals for the future?
- What are you doing now or will need to do in the future to achieve these goals?
- How can I help you?

Skills and knowledge

- What do you see as your strengths?
- What do you see as your weaknesses?
- What additional skills and knowledge would assist you to meet the expectations of your role?
- What strategies do you use to manage competing priorities in your role?

Problem solving

- What issues or problems are you facing at present?
- What actions have you taken so far to address the issue?
- What results have you achieved?
- What obstacles have you encountered?
- What do you see as your options?
- Do you want input or suggestions from me?