

Mentor & Mentee Roles and Responsibilities

Understanding your role and responsibilities within the mentor/mentee relationship will better enable you to reach all of your desired goals.

Mentee Roles & Responsibilities

Phase 1: Identifying Roles

- Have a clear understanding of why you want to be mentored
- Select a Mentor based on criteria relevant to your goals

Phase 2: Communicating Expectations

- Have a clear understanding of your expectations for your mentor
- Clearly communicate those expectations
- Stay flexible in changing expectations or plans
- Create goals with milestones and deliverables
- Inform your mentor about your preferred learning style
- Be realistic about setting timelines

Phase 3: Working Together

- Listen and contribute to the conversation
- Understand that your mentor will not have all the answers
- Accept constructive feedback
- Set time aside for self-reflection
- Evaluate progress
- Celebrate success
- Be consistent and reliable

Phase 4: Meeting All of the Goals

- Provide your mentor with updates after the mentoring is completed
- Provide an evaluation of the experience
- Say thank you
- Give back to the profession and volunteer to become an AMTA mentor