

# Mentee Role Self-Assessment

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Mentee, here is an opportunity to assess yourself on the six factors discussed during your training on evaluating your mentoring partnership. Take a few minutes and try to rate yourself as you *actually are*, not as you'd like to be. A similar self-check will be provided to your mentor. If it feels comfortable, invite him or her to complete the mentor version, and discuss your findings in your next mentoring meeting.

**Directions:** For each item, rate yourself as follows:

**1 = Strongly disagree**

**3 = Agree**

**2 = Disagree**

**4 = Strongly agree**

## Purpose

- This mentoring relationship is a high priority for me.
- Finding my mentor was an important step for me.
- Being a responsible mentee is key to the success of this partnership.
- I've been clear with my mentor on why I want to meet with him/her.
- I've proposed one or more goals to work on with the help of my mentor.
- I'll recognize when I've reached my goal(s).
- I feel good about the focus of this relationship and what I'm doing in it.
- This relationship is a good use of my time.
- From time to time I check in to see if we should change our focus in some way.
- Once I've accomplished my goal(s), I'm willing to see the relationship refocus or perhaps end for the time being.

Total points for Purpose: \_\_\_\_\_

## Communication

- I communicate in the ways we agreed.
- I get back to my mentor in the timeframe we agreed.
- The communication between us adds up to at least one or two hours a month.
- I don't communicate more often than we agreed unless it's a special circumstance.
- I'm an effective listener and remember what my mentor tells me.
- I ask appropriate questions.
- I share adequate information about myself.
- I monitor my nonverbal language to be sure it's conveying what I want it to.
- I invite my mentor to give me suggestions for how I can communicate better.
- As soon as possible, I try out my mentor's suggestions on communication.

Total points for Communication: \_\_\_\_\_

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## Trust

- I've talked about the topics of trust and confidentiality with my mentor.
- I'm beginning to trust my mentor more and more.
- I'm becoming less guarded than when we first got together.
- I share important information about myself with my mentor.
- My mentor seems to be trusting me more and more.
- I welcome and keep in confidence the information he/she shares with me.
- My mentor can count on me to be honest.
- He/She can count on me to follow through on my promises.
- I avoid any trust-breaking behaviors such as canceling appointments without compelling reasons, talking negatively about others, or making excuses about why I don't follow through.
- I'm willing to forgive some mistakes my mentor makes because my trust in him/her is strong.

Total points for Trust: \_\_\_\_\_

## Process

- I take responsibility for scheduling our meetings.
- I like all or most of our meeting locations.
- I've checked to be sure my mentor likes our meeting locations.
- I like the length of our get-togethers.
- I've checked to be sure my mentor likes the length of our get-togethers.
- I'm satisfied with the way we conduct our meetings.
- I've checked to be sure my mentor is satisfied with how we conduct our meetings.
- I'm aware of the four stages of formal mentoring.
- I'm helping us move through those four stages.
- I've checked to see if my mentor likes the style and frequency of our communication.

Total points for Process: \_\_\_\_\_

## Progress

- I'm working on one or more measurable goals with the help of my mentor.
- I make it easy for my mentor to help me develop.
- I take the lead on identifying interesting learning experiences I can try.
- I welcome my mentor's suggestions of learning experiences for me.
- I do at least one learning activity in between our mentoring meetings even if that takes me 2-4 hours
- I report the results of my learning to my mentor.
- I've made significant progress toward my goal(s) since starting to meet with my mentor.
- I'm making notable progress in my ability to be mentored.

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\_\_\_ My mentor knows and is satisfied with my progress.

\_\_\_ I/we celebrate my progress.

Total points for Progress: \_\_\_\_\_

## Feedback

\_\_\_ I told my mentor how and how often I want positive feedback.

\_\_\_ I receive the right amount of positive feedback from my mentor.

\_\_\_ I told my mentor the way I'd like to receive corrective feedback.

\_\_\_ I continue to ask my mentor for corrective feedback.

\_\_\_ When I receive positive feedback, I express my thanks.

\_\_\_ When I receive positive feedback, I use the information to reinforce my habits.

\_\_\_ When I receive corrective feedback, I'm usually non-defensive.

\_\_\_ When I receive corrective feedback, I take immediate steps to apply it.

\_\_\_ I remember to give my mentor positive feedback about his/her mentoring and other assistance.

\_\_\_ (If agreed upon) I give my mentor suggestions for improvement.

Total points for Feedback: \_\_\_\_\_

**Total points for all six factors:** \_\_\_\_\_

**Scoring:** Add up your points for each factor, and then total all your points.

**161-240 points:** You seem to be a committed, effective mentee. Check this out with your mentor to be sure your assessment is accurate in his/her eyes. Continue to enjoy mentoring and continue to polish your skills.

**81-160 points:** You're doing many things right as a mentee. Talk with your mentor to see if your assessment is accurate and if he/she has suggestions for improvement. Try to supplement or otherwise improve your performance on any items that you rated low.

**80 or fewer points:** It's admirable that you took this assessment and want to improve as a mentee. You may be harder on yourself than you need to be. Talk with your mentor to see if he/she will give you honest feedback on what you're doing right and what you could improve. Try to add a few new effective behaviors over the coming months.

Source: PCaddick Building Effective Mentoring Partnerships,  
<http://pcaddick.com/page19.html>