

Mentoring Session – Question Bank

1. Mentor Experience
 - a. Mentor can relate to mentee any previous mentoring experience. Describe what you hope to receive out of a mentoring relationship.
 - b. Use this to form a conversation about your mentee's expectations.
2. Values Assessment
 - a. What are some of your key values?
 - b. How does that affect your behavior and actions at work?
 - c. How does this align with your organization's values?
3. Review the IDP
 - a. What progress is being made?
 - b. What support is needed?
4. Technical Skills
 - a. Mentor can review a technical skill or technical knowledge with your mentee.
 - b. Ask Mentee how this can relate to their current job or their career aspirations.
5. Vision Statement
 - a. Discuss creating a personal vision statement.
 - b. How do your values and goals guide your vision statement?
6. Leadership Skills
 - a. Think about 1-2 leadership skills that have served you well in your career. Share those with your mentee and describe how you learned those skills.
 - b. Ask your mentee to talk about what they might do to learn those skills.
7. Current Challenge
 - a. Ask your mentee to identify a current challenge they are facing.
 - b. Listen and share one piece of advice.
8. Current Success
 - a. Ask your mentee to share a current success.
 - b. What made it a success?
 - c. What helped prepare your mentee for this?
 - d. How can your mentee use this in future situations?
9. Political Acumen
 - a. Describe for your mentee how politics figure into your job.
 - b. Ask your mentee what they have observed about organizational politics.
 - c. Discuss ways to navigate through political environments.
10. Career Advice
 - a. Tell your mentee about the best career advice you have received. Why was it the best advice and how did you use it?
 - b. Ask your mentee to imagine they received the same advice. What would they do with the advice?

11. Culture

- a. Ask your mentee what observations they have about the organizational culture.
- b. What perspective can you give your mentee about their observations?

12. First Year

- a. Ask your mentee to describe their key learnings in the first year of the program.
- b. What have they applied?
- c. How will they use this learning going forward?

13. Outside Learning

- a. Ask your mentee, what outside learning opportunities would be helpful for their career. Why?
- b. Who do they need to convince and how will they do that?

14. Teach Back

- a. Ask your mentee to teach you one thing they have learned through the mentoring experience (about 15 minutes).
- b. Why did your mentee pick that thing?
- c. Ask your mentee how they think you can apply this learning.

15. Budget/Funding

- a. Ask your mentee to explain how your organization is funded.
- b. Why are different funding sources important?
- c. How is your agency like a business?

16. Organizational Challenges

- a. Ask your mentee what they think the 1-2 biggest challenges for your organization are. Why are these challenges?
- b. What would your mentee do about them?
- c. What perspective can you give to your mentee?

17. Professionalism

- a. Ask your mentee what professionalism means to them.
- b. How have they grown in this area?
- c. What more could they be doing?
- d. What insight can you provide as a Mentor?

18. Respect

- a. Ask your mentee how this value is demonstrated.
- b. Are there times where this value is lacking? What could the mentee suggest in these instances?

19. Accountability

- a. Ask your mentee how they take ownership of their work.
- b. Tell them a story about when you made a mistake and were accountable for it.
- c. Discuss why accountability is important.

20. Responsiveness

- a. Ask your mentee how they feel when others are not responsive to them.
- b. Follow up with a question: What happens when you are not responsive?

- c. Share some tips with your mentee about how to be more responsive.
21. Judgment and Discernment
- a. Ask your mentee why these competencies are important.
 - b. Discuss how to improve these skills from your (Mentor) experience.
 - c. How does ethics come into play here?
22. Leadership
- a. Ask your mentee what leadership means to them.
 - b. How have they grown in this area?
 - c. What more could they be doing?
 - d. What insight can you provide as a Mentor?