Mentee Checklist
☐ Share your professional background, clinical experience and knowledge of evidence.
☐ Demonstrate self-motivation to initiate a mentoring conversation
☐ Set and share goals with clear timelines.
☐ Discuss structure of sessions
☐ Discuss how often you want to communicate and through what means (email, phone, in person).
☐ Share how you learn best.
☐ Be respectful of mentor’s time, keeping in line with agreed-upon parameters.
☐ Be honest; tell mentor exactly what is on your mind.
☐ Demonstrate respect
☐ Thank mentor at appropriate times
☐ Read the “Mentoring Relationships: Starting the Conversation” handout.
☐ Make yourself available as a mentor to someone as well, if you feel you are ready/have something to offer!

Mentee Tips
• Don’t be afraid to ask ‘stupid’ questions!
• Remember that you are engaging in this process voluntarily!
• Be open to new/different ideas and viewpoints.
• Ask for evidence-based information when available.