



# MENTORCONNECT

## RESOURCE GUIDE FOR MENTEES



1

### WELCOME TO MENTORCONNECT

Code of Conduct and Guiding Principles

2

### INTRODUCTION TO MENTORCONNECT

Role of a Mentee, Responsibilities, Preparation, Assessment of Mentorship

3

### BUILDING TRUST

Tips with Real-life Examples, Communicating, Active Listening, Questions to Ask Mentor for Mutual Trust, Dos and Don'ts of Building Trust

4

### GOAL SETTING

Building your Career Vision, Define Vision Statement, Set Goals, Create Action Plan, Goal Analysis (SWOT), Assessment of partnership Goal Setting with Sample

5

### EFFECTIVE PRESENTATION

Elevator Pitch and Example, Roleplay with Mentor, Online Networking, LinkedIn, Elevating Online Presence, Effective Story Telling

6

### EFFECTIVE COMMUNICATION

Providing and Receiving Feedback, Navigating Difficult Conversations

7

### PROGRESS CHECK

Self Reflection, Check Progress, Pre and Post mentoring reflection, Towards Success: More Preparation for Recruitment