

Mentoring Template Month 1

Instructions: ****Seek SMART next steps from them:** **S**pecific, **M**easurable, **A**chievable, **R**elated, **T**ime-Bound. The goal is to help the mentee pick up responsibility for something they can see when they've done it. You should be able to picture that step and listen for committed language.

- 1. Express appreciation*** for this person. Notice whether they receive it. (This should be one-way. They do not appreciate you)
- 2.** Read the organization's **purpose** and share why it matters to you, the mentor. Next, ask mentee to name 1 **NEW** baby ****SMART** step they will take to intentionally *cause our purpose*. Who will you cause it for? When? How? Consider who might benefit most. You?
- 3.** NEXT, read the **core values**. What's 1 **NEW different** baby step (****SMART**) you will take to use core values to *cause your purpose*? Who? When? How? Again, who would benefit most? You?
- 4.** Emotional intelligence is the *purpose of mentoring*. It is to help you move from awareness to managing things. What's one behavior change you want in yourself? How (****SMART**) will you do it?
- 5.** Do you agree with your Ntrinsx colors? What's 1 positive quality of your first color (in full profile)? How does it show up at work?
- 6.** What are 3 things you would like me to remember about you related to your Ntrinsx colors? How can these help our mentoring?
- 7.** You learned about creating your blueprint. Did you experience resistance to do it? Name 3 benefits you've experienced doing it.
- 8.** What is **your purpose**? How well is it being fully *caused* in your life? What's one baby ***SMART** step you can take that helps you experience your purpose more yourself? When? How? How can you help another person experience it? Who? When? How?
- 9.** Read your **core values**? Which one is most difficult for you to use in service to your purpose? What's one new baby ***SMART** step to concretely use that value to cause your purpose? With who? When? How?
- 10.** What is one of your **visions**? What excites you most about it? Did you have a child's mind (open to any possibilities that excite you) when writing it? How do you know? Have you started to move in the direction of this vision in any way? If so, how? Describe one baby ***SMART** step to move it forward.
- 11.** Have you shared your blueprint with anyone besides me right now? If not, will you? Who? When?
- 12.** End with **appreciation** (one-way - make sure they receive it).

Notes

1. *Appreciation should be on things intrinsic about this person (e.g. not looks or just doing this session). Make sure they also receive it (vs. deflect, defeat or ignore it).

2. and 3. Purpose and Core Values.
Your goal for reviewing the organization's purpose and values is to develop awareness of, and commitment to, causing purpose/mission by drawing on the core values.

Note: When you see **etc.** in any template this means there could be additional, other answers.

Note: Make time to fill out the **mentoring data form** for this person before and after every session, including your observations, and any actions committed to by mentee, and requiring follow-up.