**Before your first meeting with a mentee**

*Preparing for a first meeting with a mentee is crucial for setting a positive tone and building a solid foundation for the mentoring relationship. Here are some journal prompts for you to consider before your first meeting with a mentee*:

1. What are my initial goals and expectations for this mentoring relationship? How can I communicate these effectively to my mentee in our first meeting?
2. What do I know about my mentee's background, interests, and goals based on the information provided? How can I use this information to tailor our first meeting to their specific needs and aspirations?
3. Reflect on my own mentoring style and approach. What are my strengths and potential areas for improvement? How can I leverage my strengths to benefit my mentee, and what steps can I take to address any areas of improvement?
4. What specific strategies or activities can I implement in our first meeting to establish trust and rapport with my mentee? How can I create a safe and supportive space for open communication and learning?

*By taking the time to reflect on these prompts, you can enter your first meeting with a clear sense of purpose and a thoughtful plan for how you can best support the mentee. This preparation sets the stage for a successful and fulfilling mentoring relationship.*

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**After your first meeting, before your second meeting**

*Reflecting on the first meeting with a mentee is an essential step for you to gauge progress and refine your approach. Here are six journal prompts for you to consider after your first meeting and before your second meeting with a mentee:*

1. What were the key takeaways from our first meeting? What insights did I gain about my mentee's goals, challenges, and learning style? How can I use this information to better tailor my mentoring approach in our next meeting?
2. Were there any moments of connection or areas where my mentee seemed particularly engaged? How can I build upon these positive interactions to further foster trust and rapport?
3. Did I effectively address any concerns or questions my mentee had during our first meeting? If not, how can I ensure these are addressed in our upcoming session?
4. Was it difficult to get to the essence of what is on the mentee’s mind? If so, are there questions I can draw on from the [GROW Coaching Model](https://www.ul.ie/media/25815/download?inline) that could help guide the next conversation?
5. What adjustments, if any, should I make to my mentoring plan based on our first meeting? Are there specific resources or activities that I should introduce in our next session to support my mentee's development?
6. Consider any challenges or areas where there may be room for improvement in the mentoring relationship. How can I proactively address these in our next meeting to ensure a positive and productive dynamic?

*These prompts can help you to refine your approach, tailor your support, and ensure that the mentoring relationship continues to progress in a positive and beneficial manner.*

**After your second meeting, before your last meeting**

*As the mentoring relationship progresses, it is important for you to continue reflecting on your interactions and the progress of your mentee. Here are some journal prompts for you to consider after your second meeting and before your last meeting with a mentee:*

1. Reflect on the progress your mentee has made since the first meeting. What specific achievements or milestones have they reached? How have they grown or developed in their goals or skills.
2. Assess the effectiveness of your mentoring approach. Are there any adjustments or refinements you should make for the final meeting to ensure your mentee leaves with a clear path forward?
3. Reflect on the overall impact of your mentoring relationship. How has this experience influenced your own growth and understanding of mentorship? What lessons will you carry forward into future mentoring relationships?

*These prompts can help mentors to consolidate their impact, support their mentee in their final steps, and prepare for a meaningful last meeting that leaves a lasting positive impression on both parties.*

**After your last meeting**

*Reflecting on the entirety of the mentoring relationship after the final meeting can provide valuable insights for both mentors and mentees. Here are some journal prompts to consider after your final meeting with your mentee*:

1. What are the most significant growth areas or accomplishments you observed in your mentee throughout the course of the mentoring relationship? How do you feel about the progress they made?
2. Reflect on the overall dynamic and communication style between you and your mentee. What strategies or approaches were particularly effective in fostering a positive and productive relationship?
3. Consider any challenges or difficulties that arose during the mentoring relationship. How did you address them, and what did you learn from those experiences?
4. Think about the goals your mentee set at the beginning of the relationship. Were they achieved or modified along the way? How did your guidance contribute to their progress?
5. How has this mentoring experience impacted you personally and professionally? What new insights or skills have you gained as a mentor? How will you carry these forwards into future mentoring relationships or other aspects of your life?

*Reflecting on these prompts can help you to not only celebrate the accomplishments of your mentee but also gain a deeper understanding of your own strengths and areas for growth as a mentor. This reflection is valuable for continuous improvement in future mentoring relationships.*