
The Mentoring Relationship

High quality mentorship has a significant impact on job satisfaction as well as rank/career trajectory. A strong mentorship program can help promote wellness and encourage a supportive and inclusive culture. *-The impact of active mentorship results, survey of faculty in the Department of Medicine at Massachusetts General Hospital Rochelle B. et al BMC MedEd 2018*

Mentor's Responsibilities

- Create a safe, confidential space where your mentee feels comfortable sharing their goals and experiences
- Provide resources, opportunities and/or introductions that may benefit your mentee in achieving their established goals
- Be available to your mentee and be an active listener in your conversations
- Help guide sessions, as needed (ex: ask open ended questions, provide a demo of a useful resource, etc.)

Mentee's Responsibilities

- Come to session's prepared (ex: Have questions ready, share what you have been working on since the previous session)
- Reflect on the feedback provided by your mentor and actively apply it
- Respect your mentor's time and boundaries

The Four Phases of Mentorship

1. **Initiation** – Determining your readiness to engage in a one-to-one mentoring relationship. What are you hoping to gain from this experience? Get to know your mentee/mentor and begin to build a rapport together – **use the attached checklist as a guide**
2. **Negotiation** – Determine your goals for the mentoring relationship and establish your mentee/mentor agreement.
3. **Enabling** – This is when the work begins. Respect your agreement and come to your sessions prepared to ensure the mentoring relationship is effective and you are working towards your established goals.
4. **Coming to closure** – The reflection stage. Reflect on your time together and celebrate your accomplishments. Determine areas of growth and next steps after the partnership comes to a close.

Getting Started

Get to Know Each Other

- Share some of your professional and personal experiences
- Provide details about your interests/goals for the mentoring relationship
- Determine how your mentee best processes feedback

Establish Guidelines

- When and where will we meet?
- How will we schedule meetings?
- What is the preferred method of communication between meetings? What is the expected timeframe of a response?
- Will we develop an agenda to guide our meetings? Standing items to discuss at every meeting?
- How will we exchange feedback?
- How will we measure success?

Partnership Agreement

- Review the mentorship agreement, modify where needed
- Review goals for your mentoring relationship
- Consider a timeframe for your mentoring relationship, this may evolve

Confirm Next Steps

- Schedule the date, time and place of your next meeting and plan for future meetings