

ENRICH Mentee Preparation Checklist

- ☐ I can identify two or three outcomes I would like from the mentoring relationship.
- ☐ I know which professional goals require attention during the current program year.
- ☐ I can briefly explain my research or professional work to someone outside my immediate specialty.
- ☐ I am prepared to take responsibility for scheduling meetings and establishing agendas.
- ☐ I am prepared to follow through on agreed action items or communicate when circumstances change.
- ☐ I understand that my mentor provides perspective and guidance while professional decisions remain my responsibility.
- ☐ I am prepared to consider feedback that may differ from my original plan.
- ☐ I am willing to bring drafts, setbacks, questions, and unresolved problems into mentoring discussions.
- ☐ I understand which questions are appropriate for this mentoring relationship and which are better addressed by a department mentor, chair, supervisor, or another resource.
- ☐ I have drafted the initial section of my Mentoring Action Plan.
- ☐ I have identified at least one concrete issue or decision to discuss during the first meeting.
- ☐ I will bring my calendar to the first meeting so the next meeting can be scheduled.