



MENTOR DISCUSSION GUIDE WORKSHEET

PURPOSE: *You should approach a conversation with a mentor with preparation and the right attitude. This worksheet provides guidance on how to prepare and questions to ask. There are 8 general questions that should work in most situations. But, question 9 and 10 are left open for you to complete. Create these questions to address the specifics of your situation.*

Contact your mentor	Contact your mentor by phone or email. Or, if you have a common acquaintance, request an introduction. Be respectful in your request for a meeting. If at all possible, set up a face to face meeting. If your mentor is not located near you, then a phone call or skype session can work. But face-to-face interaction is best. Provide a brief summary of why you have contacted the person. Take time to craft a very concise explanation of what you are doing and how your mentor can help. Ask for suggestions from your mentor on where and when to meet. Be flexible and accommodating.
Come to the meeting prepared	Even in today's environment of casual dress and casual social norms, I suggest you look your best when you go to meet your mentor. Even if dressed casually, step it up a level and look like a person who is about to start the journey you are there to discuss. You are there to listen and get information, so bring a notepad, ideally in a nice portfolio, and a pen.
Start with gratitude and a well thought out statement	Begin your time with your mentor by expressing appreciation for the meeting opportunity. Then share a well thought out explanation of what your goal is, what you hope to get out of the meeting, and share with them that you have prepared some questions for the meeting. But, ask them to feel free to expand on your questions and to add anything at all that they think may be of value.
Questions Start at the beginning	Below are 10 questions to help guide your conversation. Since the DISCIPLINE STRATEGY process is utilized for a variety of life change and goal situations, you will want to review the general questions below and use them to craft more specific questions for your unique situation. Write these on the line labeled (your version). During your conversation listen intently and ask appropriate follow up questions. 1) Given all that you now know, if you think back to the beginning of your journey, what advice would you give that younger self? (your version) _____ <i>Notes from conversation</i> _____ _____

If you were in my shoes

2) Given the information I gave you about what I am trying to do, and given your vast experience, if you were in my shoes what would be the first few steps you would take?

(your version)

Notes from conversation

Taking the first steps

3) Those first few steps sound important. What do you see as my options or strategies that would help me be successful in those first steps?

(your version)

Notes from conversation

Recalling challenges

4) I know if I decide to pursue this goal there are going to be challenges. Can you share with me some of the challenges you faced and how you overcame them?

(your version)

Notes from conversation

Preparing for the big hurdles

5) What do you think my biggest challenge will be? And, how can I prepare for that challenge?

(your version)

Notes from conversation

Broaden the picture

6) What do you think I may be missing? Or where could my thought process be improved?

(your version)

Notes from conversation

Prepare and learn

7) Are there books you would suggest I read?

(your version)

Notes from conversation

Network network!

8) Are there other people that I should be talking to?

(your version)

Notes from conversation

9) [Create a custom question that is more specific to your situation: career, health, business, etc.]

(your version)

Notes from conversation

10) [Create a custom question that is more specific to your situation: career, health, business, etc.]

(your version)

Notes from conversation
