



# ALUMNI MENTORING PROGRAM

## Mentor/Mentee Agreement

To be completed by mentee.

Name: \_\_\_\_\_

Mentor Name: \_\_\_\_\_

My primary expectations for my mentor are:

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

To be completed by mentor.

Name \_\_\_\_\_

My primary expectations for my mentee are:

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

• To be completed together:

- How many times a month do you both agree to communicate? \_\_\_\_\_
- In what methods (email, phone, Skype) \_\_\_\_\_

## Long-term Goals and Short-term Goals

Long-term goals require a series of short-term goals to be completed first. Short-term goals may take several years or several months to complete, depending on the ultimate goal. Looking at what is necessary to achieve your long-term goals puts short-term goals into perspective.

Write out what your long-term goals are. Then add a short-term goal that would assist you in achieving that long-term goal.



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## Questions to Ask Yourself

### 1. Is the goal achievable?

- a. Can I accomplish my goal in the time span I have set?
- b. Does achieving this goal depend only on me and not on conditions outside of me?

### 2. Do I believe I can achieve this goal?

- a. Are my skills and abilities equal to this goal?

### 3. Will I know when I have reached my goal?

- a. Have I set my goal in specific terms?

### 4. Do I want to do what it takes to reach my goal?

- a. Is the goal one that interests me?

### 5. Is the goal presented with an alternative?

- a. Have I made a firm decision?
- b. Am I focused on what I need to be doing?
- c. Do I have an alternative if I cannot reach my goal?

### 6. Am I motivated to pursue my goal?

- a. Do I have a support system?
- b. Have I set up a timeline towards my goal?
- c. Do I have a reward system in place?

### 7. Is the goal of value to me?

- a. Is the goal compatible with my values?
- b. Does my goal have longevity? Do I need to consider more education?