# **Mentee-Mentor Self-Reflection and Expectations Worksheet**

The Mentee-Mentor Self-Reflection and Expectation Sheet is provided to help the mentee outline their goals in participating in the mentoring relationship and ASHP Guided Mentorship Program. The mentee should reflect and answer the questions listed in Part 1 before meeting with their mentor. They should then review these answers and discuss the questions listed in Part 2 with their mentor.

**Part 1: Self-Reflection Worksheet**

*(To be completed by the mentee and sent to the mentor prior to first meeting)*

1. **What expectations do you have for your experience with your mentor? What goals do you hope to achieve once you complete the mentorship program?**

1. **What do you perceive are your current areas of development to date?**
2. **What are your post-graduate and/or long-term career goals at this time?**
3. **How would you describe your learning style?**
4. **What do you feel are your strengths and/or accomplishments to date?**
5. **How do you desire feedback for your mentor?**

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**Part 2: Expectations Worksheet**

*(To be completed by the mentee during the first meeting with mentor)*

1. **How will the mentee’s areas of development, expectations, and goals be addressed throughout the mentorship program?**
2. **What goals does the mentor have for the mentee throughout the program duration?**
3. **Provide details discussed with your mentor on how each of you will ensure that you meet the expectations outlined during the first meeting:**
4. **How will feedback be given to the mentor/mentee through the program duration?**
5. **Provide details on the schedule expectation for meetings between the mentor and mentee. What platform will be used to conduct meetings? When will agendas/discussion topics be sent out in advance of the meeting?**
6. **Provide details on preferred communication methods between meetings with mentor and mentee.**
7. **Provide details on SMART goals created by mentee and mentor. Should include at least two short term goals and one longitudinal goal** (see the [Goal Setting Worksheet](https://www.ashp.org/-/media/assets/pharmacy-student/docs/Career-Development/Guided-Mentorship-Program-Goal-Setting-Worksheet.docx)).