

Suggestions to Guide Meetings in the Mentor: Mentee Program

To get the most out of the program, we have created a guide to help you with ideas for your initial conversations with your mentor/mentee. These prompts are **only suggestions**, provided to help you get to know each other and set expectations for this program.

Setting up expectations for the Program:

- How often do you want to meet?
 - This should be directly discussed and agreed upon by both mentee and mentor.
 - Be realistic in what you have time for throughout the year.
 - Suggestion: meet 2-3 times after your initial “get to know you” meeting
 - Discuss 1-2 action items that you can follow up on at the next meeting
 - Meeting requests should be initiated by the mentee
- **Potential topics to discuss:** These are just a few options; you can add or change topics to make the program your own
 - Career Development
 - How to get to the career you desire
 - How to explore different careers to find your path
 - How your mentor got to their career
 - Learning about possible careers with your current path
 - Careers: teaching, academia, medicine, leadership, etc.
 - Your mentor likely has experience in multiple areas that can be explored in your own career development.
 - Professional Development
 - Learning leadership skills
 - How did your mentor gain certain skills
 - Useful professional development events or organizations
 - Books/Leadership training/etc. that have been useful
 - Understanding of different paths towards successful careers
 - Make or break moment
 - What were pivotal features, people, occurrences
 - What would you do more or less of
 - Clinical or research perspective
 - Ask a clinician the greatest problems or coincidences they see in their patients
 - Their successes and failures and what they learned
 - What they think are the unmet needs of patients
 - What a scientist might look for in their models
 - Writing advice
 - Fellowship applications
 - Biosketch and CV assistance
 - Tips and tricks for writing scientific manuscripts

Potential questions for your mentor based on their specific career/professional development journey:

- How did you know you wanted to do neurotrauma research?
- What steps did you take to get into your current position?
- What does your average day look like?
- What do you love about your job?
- What is a challenge you have faced in this job you didn't expect?
- What qualifications did you have that you feel are crucial for this position?
- What qualities (or skills) do you need to be successful in this job?
- How have you developed your work life balance or boundaries?
- What are qualities you feel are underrepresented in the field, where the right person may be able to make an impact?

This document has been modified from the University of Kentucky's Women and Medicine and Science Student and Trainee Subcommittee's Mentorship program guidelines.