



EDUCATE-LEAD-DELIVER

<https://awactionnetwork.org>

Email: support@awactionnetwork.org

Mentor N Motion

Online Youth Mentoring Program

<https://mentormmotion.org>

Email: contactus@mentormmotion.org

MENTEES AND MENTORS' ROLES AND RESPONSABILITIES

MENTEES

- Make it a priority to keep scheduled appointments and commitments with mentor and set up recurring meetings
- Work with mentor to determine the best method for contact, frequency, length, day and time for meetings
- Attend Introductory Tri-fold meeting with (1) mentor, (2) parent/guardian and (3) yourself.
- Come prepared to each meeting with an idea of goals, ideas, and questions
- Complete mandatory training within the set time period
- Complete all required actions timely within Mentoring Match or other forms
- Work with mentor and parent/guardian on developing the [Mentoring Action Plan \(MAP\)](#)
- Be willing to identify developmental needs, set goals, and develop an action plan
- Consider completing an [Individual Development Plan \(IDP\)](#) in the future to support short term and long-term goals identified in the MAP
- Be proactive and take responsibility for career.
- Participate in open and honest discussions, asking for suggestions and ideas.
- Listen actively and be receptive to feedback.

MENTORS

- Assist mentee with setting up recurring meetings
- Set up Introductory Tri-fold meeting with (1) mentee, (2) their parent/guardian and (3) yourself.
- Complete required training within the set time period.
- Assist mentee with developing their Mentoring Action Plan (MAP).
- Recommend that mentee complete an Individual Development Plan (IDP) in the future to support short term and long-term goals identified in the MAP.



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- Be an effective listener, teacher, and facilitator with strong interpersonal skills such as tact, patience, and empathy, help the mentee set goals and give feedback
- Provide guidance and encouragement for growth
- Take time to address real or potential obstacles for mentee
- Maintain open and frequent communication with the mentee's Program Coordinator