

Dear Mentee,

Welcome to the mentoring program! We are excited to have you on this journey of growth and learning. To ensure you make the most of this experience, here are some expectations for you as a mentee:

1. Commitment

Make a commitment to attend scheduled meetings and actively participate in discussions.

2. Open Communication

Maintain open and honest communication with your mentor. Share your goals, challenges, and progress.

3. Goal-Setting

Set clear, achievable goals for your mentoring relationship. Work collaboratively with your mentor to refine these goals.

4. Prepare for Meetings

Come prepared to meetings with questions, topics for discussion, and updates on your progress.

5. Respect and Professionalism

Show respect for your mentor's time and expertise. Maintain a professional attitude throughout the program.

6. Be Open to Feedback

Be receptive to feedback and willing to act on it to improve and grow.

7. Confidentiality

Respect the confidentiality of the discussions you have with your mentor.

We look forward to supporting you in your journey and helping you achieve your goals. If you have any questions or concerns, please do not hesitate to reach out.

Best Regards,

[Your Name]

[Your Title]

[Organization Name]