



Mentorship Program

Mentee Check-In Document

Mentee Name:

Mentor Name:

Meeting date:

1. Topics discussed:
 - a. XXXXX
 - b. XXXXX
 - c. XXXXX
2. Key takeaways/what have you learnt from this session?
3. Action items (collaboratively identify specific actions or strategies to implement based on your discussion) and set clear goals for the next steps.
 - a. XXXXXX
 - b. XXXXXX
 - c. XXXXXX
4. Have you received any feedback from your mentor?
5. Did your mentor recommend any learning resources (articles, books, tools, templates, etc)?