

MENTORSHIP STARTER KIT

Why This Kit?

Good mentorship changes trajectories.

Badly structured mentorship **wastes time and breeds quiet frustration**.

This starter kit gives you a **lightweight structure** for the first 90 days of a mentoring relationship - whether you are the mentor or the mentee.

1. Clarify the Relationship

Use these questions in the first meeting:

For the mentee:

- "Why do you want a mentor now?" _
- "What would 'success' look like after 6-12 months?" _
- "What three areas do you most want to grow in?" _

For the mentor:

- "Where do I realistically have capacity to help?" _
- "What will I not be able to provide?" _

Agree clearly:

- Primary focus (e.g. career, leadership, faith, relationships, entrepreneurship)
- Meeting frequency (e.g. monthly / every 6 weeks)
- Typical duration (e.g. 60-75 minutes)

2. Ground Rules

Suggested covenant:

1. **Confidentiality:** what is shared stays in the mentoring space, unless there is risk of harm.
2. **Honesty:** we will not pretend or perform.
3. **Responsibility:** the mentee owns their life; the mentor is a guide, not a saviour.
4. **Preparation:** mentee comes with questions, updates and decisions to discuss.
5. **Boundaries:** we respect family time, work commitments and communication limits.

You can literally read this aloud and agree together.

3. Meeting Template

A simple agenda:

1. **Check-in (10-15 mins)**

- What has happened since we last met?
- Highlights? Low points? Any surprises?

2. **Deep dive (30-40 mins)**

- One or two key themes: decision, conflict, opportunity, pattern.
- Ask questions before giving advice.

3. **Decisions & actions (10-15 mins)**

- What will you DO before our next meeting?
- What obstacles do you anticipate?

4. **Encouragement & challenge (5 mins)**

- Name one strength.
- Name one area to watch or work on.

If you share faith, you can close with a short prayer. If not, still close with **intentional encouragement**.

4. Role of the Mentee

The mentee commits to:

- Show up ****on time**** and prepared.
- Send a short ****update email or message**** before each meeting:
- Key wins
- Key challenges
- Key decisions to discuss
- Act o