



Mentor Toolkit

...best practices and what to expect



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At the first meeting with your mentee...

- Listen intently!
- Find commonalities and work to build a relationship
- Ask what she wants the mentorship to look like
- Discuss and practice confidentiality with her
- Set boundaries

Suggested conversation starters...

- *"Is there anything specific you want to talk about?"*
- *"What's been the best/most difficult part of your week so far?"*
- *"Is anything special going on now?"*

Throughout the mentor/mentee relationship, if your student experiences difficulties...

- Prioritize problems to attack
- Help your student to own her issues, to make the plan to move forward, and to own her solutions
- Be an active listener
 - *"I'm so sorry you're dealing with this problem."*
 - *"So, what I'm hearing is..."*
 - *"Tell me more about..."*
 - *"What do you mean when you say...?"*
- Empathize, don't sympathize
- Get the student to think things through. Ask, *"What are your options?"*

What mentoring looks like...

- Lots of listening
- Having conversations and sharing ideas
- Emailing or texting just to say hello or wish her a good day
- Sending a birthday or holiday card
- If you'd like to occasionally treat your mentee to coffee or lunch, that's okay. If mentoring an LMC student, you will likely meet in person on campus.

Don't be surprised if...

- Your mentee is overwhelmed
- Meetings get cancelled
- You don't hear from her for extended periods of time
- Progress takes longer than you think
- You have more in common with her than you thought you would

As a mentor you should not...

- Give your mentee money or pay her bills
- Provide housing, transportation or food
- Bring her to your home

REMEMBER...

**You're not her
mother.**

**You're not a
professional
counselor.**

**It's not your job
to fix her
problems.**

If you feel your mentee is a danger to herself or others, you should encourage her to speak with a professional, someone in the college counseling office, or ask someone she trusts for assistance. If your mentee is an LMC student, contact Jeremy Burleson immediately.

