



Cheat Sheet and Helpful Tips for Mentees

How to create a safe, encouraging environment:

- **Accountability** – be the one who cares the most about your success – show up to scheduled meetings, initiate conversation, and be open to the activity of mentorship.
- **Invest** – identify goals – or ask your mentor for help – set benchmarks and make the time and energy to spend on your own successes.
- **Openness** – active listening, asking questions, and completing action steps will allow you to assess your journey through mentorship. To *get* the most from this program, mentees are expected to *give*. Being proactive in your mentorship agreement translates to committing intellectually, mentally, and emotionally.
- **Professionalism** – maintaining an appropriate relationship with your mentor, in an answer-seeking role, is an expectation not to be violated.

Build a foundation with your mentor:

- **Share your Hanover story** – tell your mentor more about you, where you come from, why you attend Hanover, what are some challenges you're facing, and what are some methods or goals you have or hope to identify to help you succeed.
- **Do a self-check** – your mentor may not be *exactly* like you, but we paired you with your mentor for many reasons. Ask open-ended questions such as “tell me about your sophomore year at Hanover” or “tell me more about your hobbies and how you like to spend your time.” You will likely find common experiences and interests.
- **Do what you say you're going to do** – follow up on important action steps, show up for planned meetings or be mindful if you need to cancel a planned meeting.
- **Refer to the SMART goals** – keep short-term and long-term goals in mind for yourself. Approach your SMART Goals Worksheet as a living, breathing document and not an “assignment due for a grade.” The overall goal is to identify, set, and make progress toward your goals.

Best practices when finding “real talk:”

- **Education + Career** – ask how Hanover prepared your mentor for their professional life; draw connection in how a liberal arts education assists your mentor in their daily work.
- **First generation college student** – tell your mentor some of the challenges in being the first to go to college in your immediate family; discuss resources at Hanover that helped you throughout your four years.
- **Discovering your lifestyles** – storytelling through self-discovering can be powerful; however, the choice is up to the individual how and what they share.