

## NATE Network

### Mentor Application form

Description of my current job and past experience:

Topics with which I am comfortable helping a protégé:

My goals as a mentor:

Times when I am most available:

Best way to reach me:

#### Hints for mentors

While not required, the following steps can be helpful in moving the mentoring relationship to a mutually satisfactory conclusion.

- **Contact** your protégé at least once a month if you have not heard from her or him.
- Be an **active listener**.
- **Paraphrase** to ensure you understand exactly what your protégé is saying or requesting (e.g. “So, you are thinking that....,” “It seems to be that you are concerned about.....”).
- **Probe for specificity** when you hear vague nouns and pronouns, (e.g., “they”, “everyone”). Exactly who did or said that?
- **Find out the source** when you hear rule words, (e.g. “You shouldn’t...”, “We have to...”). Why does your protégé believe this?
- Presume **positive** intentions.
- Seek a **balance** between proposing suggestions or solutions and inquiring about your protégé’s ideas.