



Getting to Know Your Mentee

Agenda Item	Strategies for Conversation
Get mentee information before you meet	Obtain a copy of each mentee's bio in advance. Also be sure you have the mentee's application and any information available about his/her proposed project.
Establish rapport	Exchange information. Find points of connection.
Review your description of D2P	Share your definition of the D2P program and its value to the country. Incorporate the description of D2P that you created for your Train-the-Trainer class!
Learn about mentee	Ask: Have you ever been engaged in a mentoring relationship? If so, what did you learn from that experience?
Share your background with the mentee	Talk about your own mentoring experiences. Share your area(s) of expertise that are relevant to mentee's project.
Determine the goals of mentees	Ask: What do you want to learn from this experience with the Data to Policy program? Give mentees an opportunity to articulate broad goals.
Determine the mentee's needs and expectations around mentoring.	Ask: What do you want out of our mentoring relationship? Discuss what you're willing to contribute (and can realistically contribute) to your relationships with them.
Identify mentee's criteria for success with D2P.	Ask: What would success look like for you after completing the D2P program? What is your timetable for achieving it?
Share your own assumptions, expectations, and limitations.	Discuss the importance of the Mentee being fully invested in the program. Explain that they will be expected to attend sessions as scheduled, be on time, contribute to discussions, and complete assignments on a timely basis, etc.