**Mentee Personal Evaluation Template**

The evaluation below is very important for you as a mentee and for your mentor, because it helps prepare you for how you approach your new relationship. Your mentor will be making a similar evaluation of his or her personal situation at the beginning of your new relationship. There are no “right” answers to these questions as they are personal, but you do need to formulate the answers.

Before starting a new relationship, it’s a good idea for mentees to step back from their day-to-day life and ask themselves – “Where am I? How am I doing?” It is recommended that you complete this exercise before the first meeting.

**Instructions**

The purpose of this tool is to help you get a real picture of where you are – if you’re not honest, you’ll end up with a picture of someone else, not yourself, and that won’t help you become who you want to be! Answer these questions as honestly as you can:

(1) What are my top strengths as a person – the top things I feel good about and am proud of?

1.

2.

3.

4.

5.

(2) What are the areas in which I could improve as a person – the things I most want to work on or improve about myself?

1.

2.

3.

4.

5.

(3) What are the top opportunities available to me at this moment – things I could do, act on or take advantage of that would help me develop and reach my potential? Are there any obstacles holding me back?

1.

2.

3.

4.

5.

 (4) What are the top threats I’m facing right now – well-defined threats that could keep me from achieving my career goals?

1.

2.

3.

4.

5.

(5) What are the five most important things I can do over the next year to build on my strengths and overcome my challenges?

1.

2.

3.

4.

5.