

MENTOR/MENTEE CONTACT HISTORY

CONTACT DATE & DETAIL:

DATE & RESULT OF CONTACT

+ Orientation: Mentor/Mentee; Opportunity to establish Relationship, Purpose, Identify Coaching Needs

+ Task Assigned to Mentee; Example: Co-Chair or participation on Committee

+ Coaching Notes: Result of task or Committee Assignment

+ Follow- Up Contact/Activity

NOTE: This relationship is expected to continue for a formal period of twelve months. In Month one, two personal contacts are to be made, followed by monthly contacts for this period. We are hopeful this relationship will continue on an informal basis beyond this twelve month period.

Updated 09/17/2021