

MENTORING WORKSHEET

This worksheet is to help you track your progress throughout the 6 month programme. Please bring it along to your first meeting with your mentor to your kick-off session. Then you'll keep adding to the worksheet as you progress. Let's do this!

1 Stage 1 – Kick-off meeting

Discuss with your Momma the challenges you currently face and prioritise three of them. You can then work with your Momma to come up with tasks/goals.

Three Challenges Examples:

Improve portfolio, improve confidence, learning to lead, time management

Three Goals/Tasks

Make sure they are Measurable, Attainable, Realistic, and Timely (refer to first mentoring meeting doc for more detail).

2 Stage 2 - Review progress

It's important that you lead the conversation and be proactive in your approach. We suggest emailing your mentor at least once a month to organise a catch-up session to review your progress, talk about your positives and things you're finding challenging. You can capture new advice, feedback, tips and tasks given by your mentor below.

MONTH 1	
MONTH 2	
MONTH 3	

MONTH 4

MONTH 5

MONTH 6

Wrap-up session
see notes below

3 Stage 3 – Wrap-Up session

Congratulations! If you're still reading this after 5 months it means you've kept with the programme and valued your time on the WYMM mentoring scheme!

Use your final 6th session as an opportunity to reflect on the time you spent on the programme. Sum-up what you've learned, what you've improved and which goals you're looking to carry forward.

Tools & Reading List Sources to help you on your journey.

1: Self Improvement

- How to Be Zoomly at Work: The Essential Handbook for Thriving at Work by Dawn Sillett
- The Feedback Book by Dawn Sillett
- Mad Women : Herstory of Advertising by Christina Knight

2: Building Confidence

- The Confidence Code by Katty Kay and Claire Shipman
- Lean In by Sheryl Sandberg

3: Nurture Creativity

- It's not how good you are by Paul Arden
- Turning Intelligence into Magic by John Hegarty
- The Ideas Writers by Teressa Lezzi
- Accidental Creative by Todd Henry