

# Annual Mentoring Evaluation – Mentee



Date: \_\_\_\_\_

Location: \_\_\_\_\_

Mentee: \_\_\_\_\_

Mentor: \_\_\_\_\_

**DIRECTIONS:** This document should be completed by the mentor. This is an evaluation for mentees. Once completed, this form should be shared with your mentoring partner (providing a copy is recommended). All items listed within part 1 should have one box crossed out per line item. Select the answer that best describes your relationship with your mentee. All items listed within part 2 may be expressed in your own words and at whatever length you may need to express your thoughts.

## Part 1: Survey

N/A	Yes	No	Maybe	Do Not Know	Mentoring Criteria
<input type="checkbox"/>	Was your mentee easy to approach and talk with?				
<input type="checkbox"/>	Did your mentee accept advice and encouragement from you?				
<input type="checkbox"/>	Did the two of you meet regularly?				
<input type="checkbox"/>	Did you provide regular feedback and constructive criticism?				
<input type="checkbox"/>	Did you encourage your mentee to participate in professional activities outside the institution (local, regional, state, national organizations/conferences/presentations)?				
<input type="checkbox"/>	Did you involve your mentee in networking?				
<input type="checkbox"/>	Did you invite your mentee to informal gatherings with people you know/work with?				
<input type="checkbox"/>	Did you act as an advocate on your mentee's behalf within the department/program/institution?				
<input type="checkbox"/>	Did you encourage your mentee to participate in activities that would better help them reach and attain their goals (research, organizations, grants, projects, service opportunities, etc.)				
<input type="checkbox"/>	Did you connect your mentee to other professionals who could "fill in the gaps" in areas where they might be less skilled?				
<input type="checkbox"/>	Did you observe your mentee taking part in an academic or professional opportunity and provide feedback on their performance/execution/skills/work?				
<input type="checkbox"/>	Did your mentee exhibit integrity?				
<input type="checkbox"/>	Did the mentee provide you with any insight in the beginning regarding goals they wanted to accomplish under your guidance and direction?				
<input type="checkbox"/>	Were there any guidelines established at the beginning of the				

relationship defining how often and/or when you would meet on a routine basis?

Did the two of you determine guidelines at the beginning of the relationship by which to evaluate the success of your partnership?

Did you and your mentee complete the goals that were set?

Were you happy with the frequency of your meetings?

Were you happy with the style of mentoring in your relationship?

Did the relationship meet your expectations?

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## Part 2: Personal statements

Your partnership

1. What were two of the most beneficial development activities you did with your mentee?
2. What is the most beneficial change you identified in yourself as a result of your mentorship?

Personal Growth

1. As a result of my mentoring, I've gained the following knowledge, skills, and/or attitudes:
2. Other benefits I've received from this mentoring relationship include:
3. Something I plan to do or have done more of as the result of the relationship:

Our Relationship

1. Ways (if any) this mentoring relationship could be more effective:
  2. Recommendations I'd make to other mentoring relationships in the future:
  3. General comments on the mentoring relationship:
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