

Essential Questions to Ask to Facilitate the Goal-Setting Process

Articulating clear goals is critical to the success of a mentorship relationship. While some mentees enter into a mentorship relationship with well-defined goals, most mentees come with a general idea about what they want to learn. That idea should be considered the starting point; using the questions below, work together to talk out your goals. These questions are meant to probe the mentee to stimulate deeper thinking and reflection and facilitate the goal-setting process.

NOTES

Brainstorming Your Goal

1. What is going on right now in your workplace setting?
2. What are some of the programs and challenges you and your team are facing?
3. What is your strongest attribute?
4. What has been holding you back?
5. Where do you see yourself in five years? What do you believe you need to do to get there?
6. What skills and talents are you not using?
7. How can you make a bigger impact on your company/organization?
8. What is the most important goal you want to achieve this year?

Creating a SMART Goal

1. Why is this goal important to your future development?
2. Is this the goal you should be working on right now?
3. Is the timeframe we have set realistic for accomplishing the goal?
4. What process can we put in place that would help us stay on track?