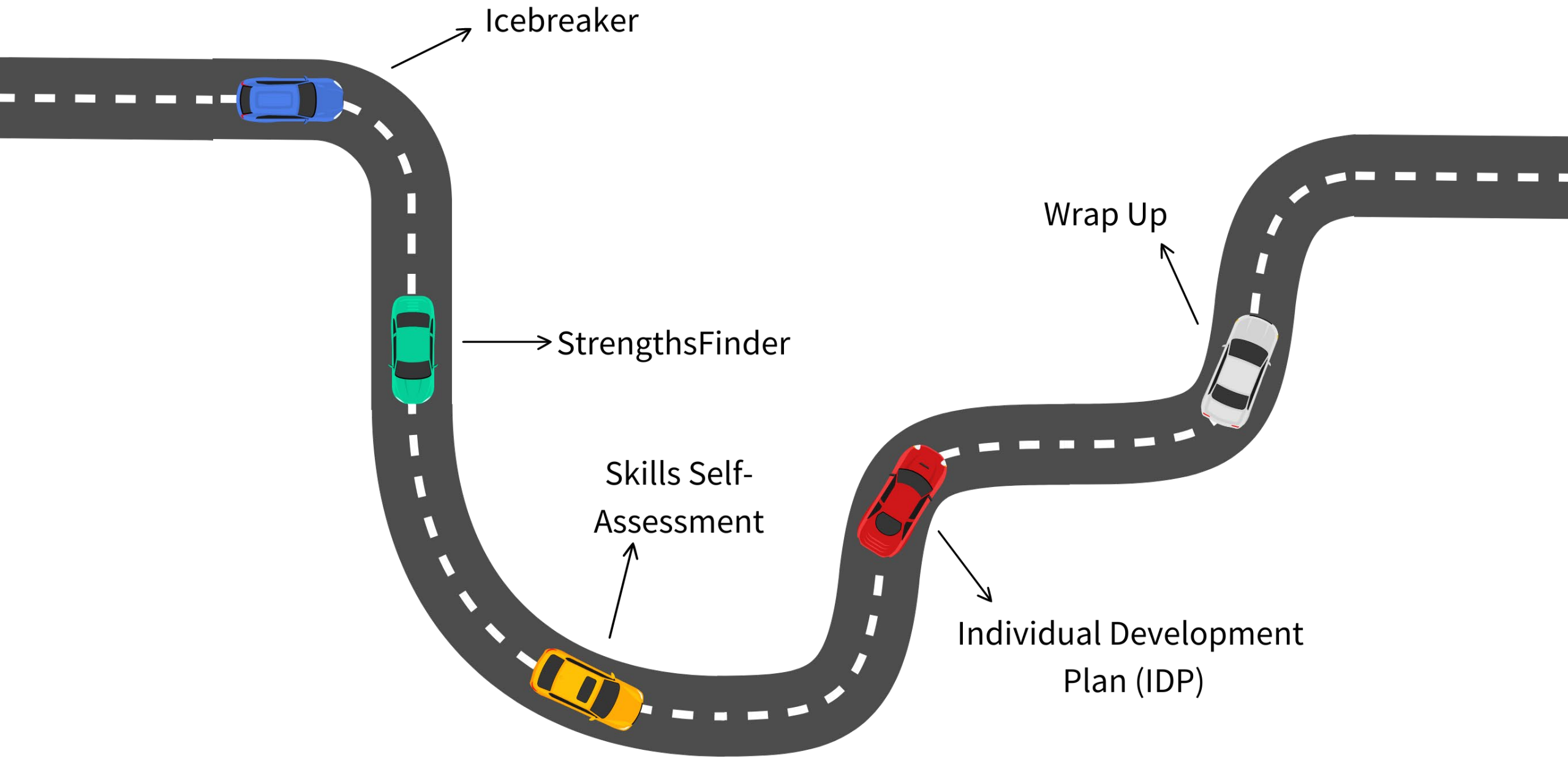


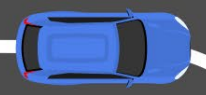


Mentee Development Discussion

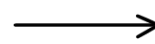
Mentorship Program



Icebreaker



StrengthsFinder



Skills Self-Assessment



Individual Development Plan (IDP)



Wrap Up



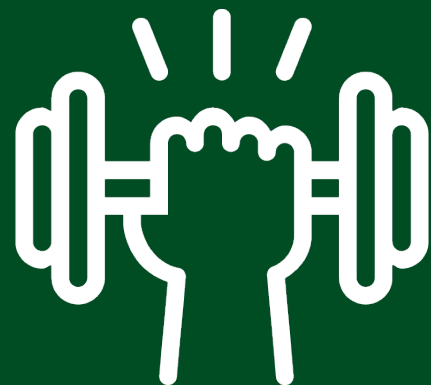
Introductions & Icebreaker

1. Name
2. Pronouns
3. Agency



Icebreaker...

- What are you learning about yourself through the mentorship experience?



Clifton StrengthsFinder

Clifton StrengthsFinder

**Fosters Self
Awareness**

Guides Development

Boosts Confidence

**Improves
Performance**

**Encourages Positive
Mindset**

**Increases Leadership
Effectiveness**



What are YOUR strengths?

Top Skills from YOUR Intake Form

Name <i>(in alphabetical order)</i>	Skills
Mentee 1	
Mentee 2	
Mentee 3	
Mentee 4	
Mentee 5	
Mentee 6	
Mentee 7	
Mentee 8	
Mentee 9	
Mentee 10	
Mentee 11	
Mentee 12	
Mentee 13	
Mentee 14	
Mentee 15	



Skills Self-Assessment

Self-Reflection on Each Skill

Creating a Skills Self-Assessment

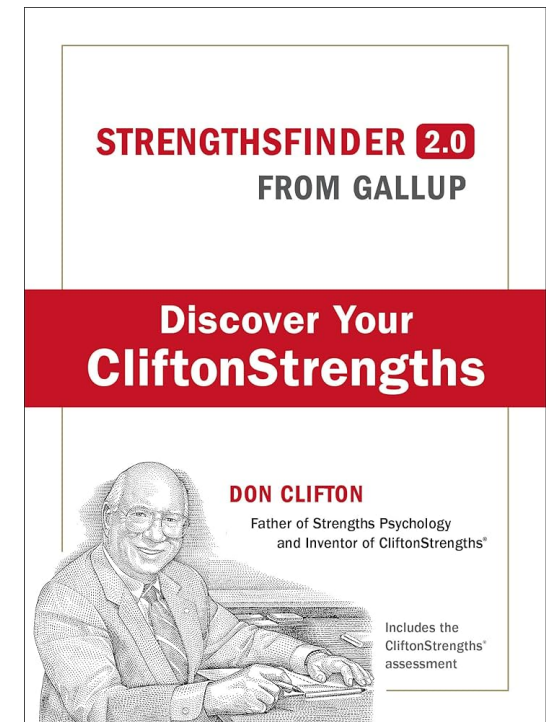
Name: _____ Date: _____

Skill	Self-Rating (1-9)	Self-Reflection Notes <i>What about each skill are you already good at? What about each skill do you specifically want to strengthen? What about each skill do you feel could be improved? How can you use your strengths from your StrengthsFinder assessment to help you develop this skill?</i>	Action Plan

Self-Reflection *continued*

For each skill, identify:

- How can you use your strengths identified from your StrengthsFinder Assessment to help you develop this skill?





Individual Development Plan (IDP)

An IDP Helps YOU:

**Identify Strengths &
Opportunities**

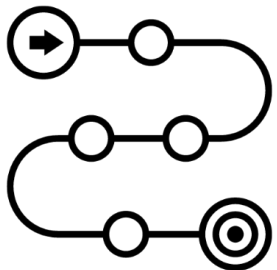
**Define What “Success”
Means to You**

**Identify What
“Success”
Looks Like for You**

**Set Clear Goals for
Growth**

**Develop a Roadmap for
Achieving Your Goals**

IDP Steps:



2

Envision Your Future

- Where do you want to be?
- What do you want to be able to do [better]?

3

Identify Gaps *(Compare Current to Future State)*

- What areas need improvement?
- What types of experiences do you need to grow?
- What skills and/or knowledge do you want to develop?
- What can you accomplish realistically with current workload?

4

Write Your IDP

- Outline specific actions to address identified gaps.
- Set AIM SMART goals for development.

5

Discuss Your IDP With Someone *(optional)*

- Seek feedback and guidance.
- Align development plan with team/agency/organizational goals.

6

Develop Your Gaps

- Implement strategies to address identified gaps.
- Seek 'stretch' opportunities for growth.

7

Monitor, Track, and Update Your IDP as Needed

- Regularly assess progress towards your goals.
- Adjust your plan based on changes in priorities and/or circumstances.

IDP: Envision Your Future

*“Dream and give yourself permission to envision a YOU that you choose to be”
– Joy Page*



Where would you like to be in the next 5 years?

- What achievements/milestones do you hope to reach in the next 12 months?

What core feelings do you want to experience during a typical day [of work]?

Emotion Wheel



IDP: Identify Gaps

“Embracing the ‘gap’ and the discomfort it brings is necessary for growth and development” – Unknown



What skills do you want to develop?

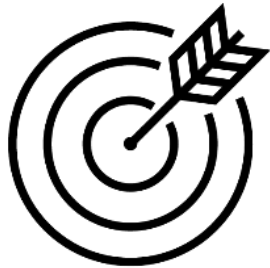
What will get you closer to your envisioned future state?



Breakout Discussions

Write Your IDP

IDP: AIM SMART



TIPS

- *If you answer that it is not achievable or reasonable, go back to the start of the goal setting process and adjust your goal.*
- *Decide how you will follow up and be accountable to the goal upfront.*

AIM

Decide on a goal: _____

A – Acceptable: What is the minimum you can do? _____

I – Ideal: What is the maximum you can do? _____

M – Middle: What is the middle; a realistic stretch? _____

SMART

Write your **middle** goal from the AIM process: _____

Now, follow this SMART process:

S – Specific: What exactly is the **first step** of the action/goal you identified?

M – Measurable: For what you have listed in “Specific,” make sure you have qualified or quantified the measure of success.

A – Achievable: Is the initial step (listed in “Specific”) possible to achieve? _____ YES or NO _____

R – Reasonable: How reasonable is it that what you’re saying you’re going to do can be done **at this time?**

T – Time-Oriented: By when, exactly, will you complete this **first step** of the goal?



Share Out & Wrap Up