

# Discussion Questions for Mentoring Meetings

Below are some helpful questions and topic ideas for you to use during your mentoring meetings.

## **Getting Acquainted- Questions to ask your Mentor:**

- How did you get to where you are currently and can you describe your struggles and achievements along the way?
- What are your professional needs and goals?
- What are the most valuable lessons you have learned during your career? How might I apply it to my career?

## **Building Professional Relationships:**

- How do I cultivate successful professional relationships?
- What can I do to successfully network internally and externally?
- Any suggestions on how to find common ground for conversation with clients?
- What communication skills are critical for effectively dealing with upper management?

## **Career Development:**

- What can I do to add greater fulfillment to my job?
- Considering my goals, what can I do to expand my skill base?
- How can I gather information on my performance and reputation?
- Any ideas on how I can independently assess my true career potential?

## **Balancing Your Personal and Professional Life:**

- The hours I work make it challenging to have personal time outside of work. Do you have any suggestions?
- I'm working for a difficult executive who doesn't share the same personal priorities that I have. Do you have any suggestions?
- Any creative solutions for balancing my personal life with my career goals?

## **Developing Executive Presence**

- How can I sharpen my image?
- What tips do you have to enhance my professional style?
- Do I project confidence, authority and competence?