

LCLD Success in Law School Mentoring Program

Mentoring Tool Kit: Planning Meeting for Mentors & Mentees

Contact Information:

	MENTOR	MENTEE
Cell Phone:		
Alternate Phone:		
Primary Email:		
Alternate Email:		
Communication Preference:		

Mentoring Logistics:

- How often will we connect virtually, by phone, or by email? What is reasonable based on our schedules? Are there vacations, busy periods, etc. that we can account for in our planning? _____

- When we meet virtually, what is the best platform to use? _____

- What are our expectations when one of us reaches out to the other? Do we expect a response in 24 hours, 48 hours, or something else altogether? _____

Mentoring Goals (Mentee):

- What are the primary goals that I would like to achieve through this mentoring relationship? _____

- What are my commitments to this mentoring relationship? _____

Mentoring Goals (Mentor):

- What are the primary goals that I would like to achieve through this mentoring relationship? _____

- What are my commitments to this mentoring relationship? _____

NOTE: Due to the COVID-19 pandemic, mentors and mentees are not expected to meet in person. If any in-person meetings do occur, we strongly encourage you to follow all CDC guidelines related to social distancing and other public health measures.