



## Build Her Mentorship Program Information & Suggestions

### Effective Discussion Topics:

Here are some Exploratory questions that, as a Mentor, you can help to:

- ❖ Uncover additional facts and information about your mentee
- ❖ Confirm your mentee's goals, aspirations and needs
- ❖ Explore strong feeling about situations
- ❖ Define problems and possible solutions
- ❖ Discover your mentee's commitment to their growth

### Exploratory questions – to assess the real issues and gain greater understanding:

- What are the most interesting aspects of your job?
- Why did you pick this to concentrate on?
- What do you want to gain?
- What do you want to be known for?
- What do you understand the issue to be?
- What tells you that your assessment is correct? What are other people's perceptions of this issue?
- What assumptions are you making here?
- What other ideas do you have?
- How long has this been an issue?
- What did you learn from past experiences that you didn't expect to learn?
- What are the reasons behind an issue?
- Have you tried to resolve this issue before? Why or why not? If yes, what was the result?
- What choices do you have?
- What progress have you made?
- How are you using the things/ideas we've spoken about?
- What results are you looking for?

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Here are some Empowering questions that, as a Mentor, you can help to:

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### Empowering questions – to assist the Mentee to think for herself:

- What are the skills you want to develop?
- What strategies come to mind when looking at a situation?
- What do you see as possible solutions here?
- What outcomes are you after here? Are these outcomes reasonable given the circumstances?
- What resources are available to help you move forward?
- What key players do you need help from?
- What forces may help and/or hinder you?
- What other information do you need to arrive at a solution?
- What are the pros and cons of each solution?
- What is the first step you need to take to achieve your preferred outcome?
- What alternative strategies should you develop?
- How will you know you have mastered or successfully enhanced a competency?
- How will you apply your new skill?
- What's the next risk you want to take in your career? What's holding you back?
- What's your value proposition? What do you bring to the table?

Adapted from CREW Boston and from USPTO "Mentoring Program Toolkit," March 18, 2010:  
<http://www.opm.gov/WIKI/uploads/docs/Wiki/OPM/training/Mentoring%20Toolkit%20203-1810.pdf>

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