



MENTORSHIP FOUNDATIONS

SETTING INTENTIONS IN MENTORING RELATIONSHIPS

Instructions for Completion.

- This module outlines the importance of setting intentions, either in a partnership or in a group setting.
- Setting intentions allows the mentor and mentee to outline and communicate expectations which are crucial for maintaining a beneficial mentorship that respect boundaries.
- This module will take approximately 30 minutes to complete.
- After completion it may take up to a week to be approved.
- To gain credit for this module you will be required to submit a summary for submission reflecting on the contents of Setting Group Intentions.
- Further details on the submission process can be found at the end of this document.

Asynchronous Workshop Details.

Some key steps that are helpful when setting intentions include:

- Awareness of boundaries
- Communicating expectations
- Checking in and re-evaluating when necessary

Awareness of Boundaries.

Begin by watching/listening to: www.youtube.com/watch?v=1-4tCupE3y0.

Feel free to use the space below in whichever way works best for you to reflect on the content.

In addition to considering your own boundaries, it is crucial that you take the time to discuss the boundaries of your peer(s). If you are interested in exploring this topic further, check out our Boundaries in Your Peer Support Relationship synchronous workshop.

Communicating Expectations.

Communicating expectations generally works best when the time is taken at the beginning of the mentoring relationship to have a conversation about the intentions of the mentorship. This conversation at the forefront enables the development of a strong foundation for the continuation of the relationship. When communicating your own expectations and establishing upfront parameters, it is best if you are explicit with your intentions. This means being transparent by communicating in a clear and concise manner what your boundaries are, what you hope to get out of the relationship, and your role within this mentorship.

During this initial conversation you may want to consider:

- Outlining your role
- Establishing boundaries
- Co-creating a partnership agreement for how the relationship will be carried out

When having a conversation and creating a partnership agreement or group intentions it is best to collaborate.

In a 1:1 mentorship, this conversation guide below is a useful tool for setting intentions and keeping track of expectations.

Conversation Guide for Negotiating a Partnership.

Outcomes of Mentor Partnership	Guiding Questions	Mentor Notes
Well-defined goals	What do we hope to achieve over the duration of our partnership?	
Mutual Responsibility	What are the roles and responsibility of each partner? What expectations do we have of one another?	
Accountability	How do we ensure that we will each do what we say we are going to do?	
Relationship Ground Rules	What norms and guidelines will we follow over the course of our relationship? (<i>i.e., time, feedback, role expectations, communication style, stumbling blocks, closure</i>) How should we deal with obstacles should they arise?	
Confidentiality	What are our expectations around confidentiality?	

Conversation Guide for Negotiating a Partnership (con't).

Outcomes of Mentor Partnership	Guiding Questions	Mentor Notes
Boundaries	What are the “not to exceed” limits of this relationship?	
Plan for moving forward	<p>What do we need to include in order to make this agreement work for us?</p> <p>What is our process for achieving learning goals?</p> <p>What action steps are necessary for achieving these goals?</p>	
Creating SMART Goals	<p>Goals should be:</p> <p>Specific: What is the mentee trying to accomplish in this relationship?</p> <p>Measurable: In what ways can success be measured?</p> <p>Action-Oriented: What concrete things will the mentee be able to do as a result of reaching this goal?</p> <p>Realistic: What other resources are available to help the mentee in their pursuit?</p> <p>Timely: will the mentee be able to achieve the learning goals within the duration of our mentoring relationship?</p>	

In a group setting, it may be best to collaborate as a team to develop a set of group intentions. We have attached a set of group intentions that we include at the start of our synchronous workshops.

Group Intentions/Guidelines



Our group intentions are the general intentions we share with group participants for training purposes. For a mentoring relationship, we encourage you to utilize these intentions as a general outline and collaborate with your group to edit/add intentions as necessary. It is best to make sure that all members agree to these guidelines before progressing with the mentoring relationship. These intentions can act as a record and reminder if someone is not adhering to them, as well as a working document that can be revisited often.

If you are interested in exploring this topic further, check out our 1:1 Communication and Building Relationships synchronous workshop.

Checking in and Re-evaluating When Necessary.

It is extremely beneficial to regularly check in with your mentee(s) to review group/partnership intentions. This way both mentor and mentee(s) are reminded of the agreed upon guidelines and expectations of the mentoring relationship. When revisiting the intentions, this acts as a great check-in point to make sure that all members are adhering to the intentions and creates space for addressing any potential concerns. This will encourage open and effective communication. A practice that may work for you is to remind your mentee(s) of the group intentions at the beginning of each session.

It is also important to consider revisiting group intentions and partnership agreements as they relate to goal setting. Goals change overtime, so it is important to continuously check-in with your mentee(s) and reassess goals if necessary.

Resources:

www.youtube.com/watch?v=1-4tCupE3y0