

Mentoring Template Month 7 and Beyond

Instructions: Bring company blueprint. Complete *General Summary Data Form* after session. Do not read answers in orange unless the person says they don't remember. Help with hints but don't spend too much time on any one either.

- 1. Express appreciation.** Notice whether they receive it. (This should be one-way. They do not appreciate you)
- 2.** Share briefly on your organization's **purpose** and then **discuss a core value** (core values are *not* 8 trust values).
- 3. Score all 3 of following areas** on a scale of 1-10: *Relationships, Productivity, Engagement* (below)

A. Relationships: "Are any less than a 10? How many? What scores?" (Do NOT allow names or stories)

Their assessment(s) and next steps

My assessment(s)

B. Productivity: Ask, "Is this less than a '10'? Take notes including scores and solutions.

Their assessment(s) and next steps

My assessment(s)

C. Engagement: Ask, "Is this less than a '10'? Take notes including scores and solutions.

Their assessment(s) and next steps

My assessment(s)

For relationships less than a 10: Ask, "What number do you assign each relationship?" If they choose to work on a relationship, have them just choose one of them. "Which trust values are YOU and THEY failing?" "What tool will solve one issue?" "Will you practice it now?" "When will you take action?"

8 Values That Build Trust	Description	You	Them
1. Honesty	Am I ethical? Do I tell the truth?		
2. Straightforwardness	Do I tell them what I want & expect?		
3. Receptivity	Am I fully open to their feedback & ideas?		
4. Disclosure	Do I share my opinions, needs, & feelings?		
5. Respect	Do I treat them as worthy & important?		
6. Recognition	Do I acknowledge gifts & differences appreciatively?		
7. Follow Through on Commitments	Do I deliver on what I say I'll do?		
8. Seeking Excellence	Am I determined to cause and be the best?		

If time remains due to positive scores above, take these steps:

- 4. Work on Blueprint:** Mentor- help them take next step. **5. Review/Practice Tools**
- 6.** End with **appreciation** and **thanks**. **Note:** Make sure they leave with an action plan. Take notes. Encourage!