**Mentoring Action Plan**

Name:……………………………………. Date: ……………………………………….

My goals for the next 6 months are:

My goals between now and the next meeting with my Mentor / Mentee are:

|  |  |  |
| --- | --- | --- |
| Action | By whom | By when |
|  |  |  |

The practical steps to achieve these are:

How will I know when I have achieved my goal?

|  |  |
| --- | --- |
| Review Date  | Comments on progress |
|  |  |