

# MENTEE GOALS ASSESSMENT WORKSHEET

*For your reference only*

## IN MY CURRENT POSITION...

I wish that I could do more of:

I wish that I could do less of:

If you asked my co-workers or my friends, they would say that I'm good at:

## I'M LOOKING FOR GUIDANCE ON...

- Academic subjects that will benefit my career long-term (continuing education, seminars, new college degree, etc.)
- Career options (either advancing current career path or transitioning to a new career)
- Job preparation (if actively looking)
- How to network effectively
- How to manage a work/life balance
- Personal goals
- Learning how to be an effective leader (leading on projects or tasks assigned to me and leading on projects or tasks I assign to subordinates)
- Conflict resolution
- Other:

## DURING THE NEXT TWO YEARS, I WANT TO ACCOMPLISH...

Goal

- Professional development opportunities (such as CAM, conferences, seminars)
- Transitioning jobs or career paths
- Critiquing my resume
- Introducing me to people in my career field (or desired career field)
- Interview practice
- Networking practice and guidance as well as expanding my network
- Improving leadership skills
- Conflict resolution strategies

Mentorship	12mo	24mo

- Other:
- Other:
- Other:

## OBSTACLES

Current career or job challenges I hope to discuss with my mentor:

## FOLLOW-UP: KEEP TRACK OF YOUR MENTORSHIP EXPERIENCE

To overcome the obstacles outlined above, my mentor and I discussed the following next steps:

Obstacles encountered over the course of the mentorship/areas for improvement:

I discussed these obstacles with my mentor?

Yes  No

If yes, was the issue resolved?

If you contacted an NBAA employee, was the issue resolved?