

MY MENTORING SKILLS

Directions: Assess your potential to be a successful mentor and mentee by rating yourself on the following mentoring skills. For each skill, circle the appropriate number. Total the numbers for each part (I, II, and III), and read the interpretations.

Mentoring Skill		Quality of Skill			
		Excellent	Very Good	Adequate	Poor
Part I. Shared Core Skills					
1.	Listening Actively	5	3	1	0
2.	Building Trust	5	3	1	0
3.	Encouraging	5	3	1	0
4.	Identifying Goals and Current Reality	5	3	1	0
Subtotal Core Skills					_____
16-20	Excellent core skills; you could coach others; concentrate improvement efforts on fine-tuning your style				
11-15	Very good skills; continue to polish those skills that will make you even more effective and desirable as a mentor or mentee				
6-10	Adequate core skills; work on your less-developed skills in order to have better relationships				
5 or under	You'll benefit from coaching and practice on core skills; acquire training or coaching, and observe others who have strong skills				
Part II. Mentor-Specific Skills					
1.	Instructing/Developing Capabilities	5	3	1	0
2.	Inspiring	5	3	1	0
3.	Providing Corrective Feedback	5	3	1	0
4.	Managing Risks	5	3	1	0
5.	Opening Doors	5	3	1	0
Subtotal Mentor Skills					_____
20-25	Excellent mentor skills; you could coach others; concentrate improvement efforts on fine-tuning your style with particular mentees				
15-19	Very good skills; continue to polish those skills that will make you even more effective and desirable as a mentor				
10-14	Adequate mentor skills; work on your less-developed skills in order to acquire strong mentees and have better relationships with them				
9 or under	You'll benefit from coaching and practice on mentor skills; acquire training or coaching, and observe others who have strong skills				
Part III. Mentee-Specific Skills					
1.	Acquiring Mentors	5	3	1	0
2.	Learning Quickly	5	3	1	0
3.	Showing Initiative	5	3	1	0
4.	Following Through	5	3	1	0
5.	Managing the Relationship	5	3	1	0
Subtotal Mentee Skills					_____
20-25	Excellent mentee skills; you could coach other mentees; concentrate any improvement efforts on fine-tuning your style with particular mentors				
15-19	Very good skills; continue to polish those skills that will make you even more effective and desirable as a mentee				
10-14	Adequate mentee skills; work on your less-developed skills in order to acquire strong mentors and have better relationships with them				
9 or under	You'll benefit from coaching and practice on mentee skills; get training or coaching, and observe others who have strong skills				