



MEETING AGENDA 2

Regular Mentoring Meeting Agenda (60 minutes)

Mentoring Meeting Agenda

1. UPDATE: (10 MINUTES)
<ul style="list-style-type: none">• Reminder of confidentiality• Check in and update of what has happened since last meeting• Action points from last meeting
2. ISSUES AND INSIGHTS: (20 MINUTES)
<ul style="list-style-type: none">• Current reality• Issues/challenges/topics to discuss• Desired outcomes• Review goals
3. EXPLORE POSSIBILITIES: (15 MINUTES)
<ul style="list-style-type: none">• Explore options to achieve outcomes• Strategies to achieve goal• Mentor sharing
4. BUILD CONFIDENCE AND ACTION: (10 MINUTES)
<ul style="list-style-type: none">• List actions
5. WRAP UP AND NEXT: (5 MINUTES)
<ul style="list-style-type: none">• Next meeting• Appreciation