

### MENTORING PROGRAM ASSESSMENT - MENTOR

## **Purpose:**

The intent of this resource is to gather feedback from program participants regarding their overall experiences with the [Insert DOD Component/Agency] Mentoring Program.

#### **Audience:**

Mentors

#### How to Use:

Use this feedback in its entirety, or select specific questions you find most relevant for your Mentoring Program. You may use the assessment in its current format and collect the data manually, or enter the questions into your preferred technology platform that automatically aggregates the information for you.

- Step 1: Enter organization-specific information in place of the [bracketed, red font].
- Step 2: Customize the assessment by adding questions specific to your organization or removing questions that are not applicable.
- Step 3: Distribute this document to the Mentors participating in the program.
- Step 4: Once the Mentors return the assessment, aggregate the responses for each question.
- Step 5: Enter the results into an Excel sheet to track year-over-year data.

### **Common Terms**

The following are common terms associated with the DOD Mentoring Resource Portal:

*Mentor*, also known as Advisor, is a trusted counselor or guide who is involved in the development and support of one who is less experienced.

Mentee, also known as Protégé or Learner, is the more junior person being mentored.

*Mentoring Program Coordinator*, also known as Mentoring Program Manager, is responsible for the overall management of the Mentoring Program.

### **Information Source Disclaimer**

Most of the information on this mentoring resource was obtained from the Mentorship Program

Assessment/Feedback, Secretary of the Navy, Command Mentor Team document. All content is provided for informational purposes only.

## DOD MENTORING RESOURCE PORTAL

Mentoring Program Assessment - Mentor

1. Optional Information					
Name Department Telephone Number Email					
My Mentee and I attended a mentoring orientation  Yes No		A mentoring agreement	was completed	Yes No	
2. Mentoring Assessment/Feedback			N. 141		
	Disagree Strongly	Disagree	Neither Agree or Disagree	Agree	Agree Strongly
My Mentee and I had an understanding of our mentoring relationship.					
Our mentoring goals were clear.					
My Mentee was motivated to assume his/her responsibilities.					
My Mentee raised issues for discussion.					
Our meetings were purposeful and timely.					
Mentoring was a rewarding experience.					
I was able to meet the expectations of my Mentee.					
There was a sense of continuing progress/development.					
There was a positive change in my Mentee.					
My Mentee gave honest feedback.					
My mentoring directly affected my Mentee's advancement or retention.					
I had adequate time for mentoring.					
Resources were available when needed.					
Mentoring training was beneficial.					
My Mentee and I followed an action plan					
The chain of command supported my participation in the mentoring process.					

# DOD MENTORING RESOURCE PORTAL

Mentoring Program Assessment - Mentor

Did you achieve the objectives you set for this program?	Yes	No	Comments
My Mentee pursued additional training or professional development activities as a result of our mentoring discussions	Yes	No	Comments
Are you planning to continue the mentoring relationship?	Yes	No	Comments
How can we improve the Mentoring Program? (Please provide specific examples)			
General Comments			