

# RELATIONSHIP CHECK-IN

**THE RELATIONSHIP CHECK-IN, CREATED WITH SUPPORT FROM BDC, IS A TOOL TO HELP YOU DISCUSS WHAT IS AND ISN'T WORKING IN THE MENTORING RELATIONSHIP.**

## HOW TO USE THIS TOOL

To ensure the best outcomes for your mentoring partnership, set aside time at the final point (6 month mark) of your relationship to discuss and evaluate the development of your partnership. If you feel it might be helpful, consider using this tool at the mid-point in your mentoring relationship to ensure you and your mentor are both on the same page moving forward.

Use these questions as a guideline to facilitate the conversation and allow each member of the mentoring pair to reflect and respond. Add comments and/or action items to the worksheet, if applicable.

ENTREPRENEUR	COMMENTS	ACTION ITEM
<b>How would you describe your mentor's accessibility and reliability when it came to fulfilling their commitments to you?</b>		
<b>How has your mentor appropriately challenged your assumptions and helped you to drive your business in the right direction?</b>		
<b>Describe the impact your mentor has had on your personal, professional and/or business development.</b>		

MENTOR					COMMENTS					ACTION ITEM				
How would you describe your mentoring partner's accessibility and reliability when it came to fulfilling their commitments to you?														
How has your entrepreneur demonstrated coachability and follow-through in pursuing their goals?														
Describe the value you feel your mentorship has created for your entrepreneur's personal, professional and/or business development.														

BOTH					COMMENTS					ACTION ITEM				
Discuss the nature of your working relationship and what worked well.														
What 2 areas do you feel that your mentoring partner can most improve in to help strengthen their role in the mentoring relationship?														
Looking back at the past 6 months (or throughout the duration to-date), what are 2 things that you would change about your time together with your mentoring partner?														
On a scale of 1 to 5, how would you rate your satisfaction with your mentoring partner's communication and the frequency of your meetings? (1=low, 5=high)														
1	2	3	4	5										