

ASAP Mentorship Program

Engage in meaningful one-on-one interactions. Grow the field of Adaptation.

Guidance for Final One-On-One Meeting

In your final one-on-one mentorship meeting you should take a few minutes to reflect on what you learned from each other and discuss goals and expectations for any continued communication.

What you learned	Continued communication
<p><u>Consider</u>: What's something your mentor (or mentee) said that you find yourself thinking about a lot?</p> <p><u>Reflect</u>: What's a professional development or career-related action that you've taken which was inspired by a conversation with your mentor?</p>	<p>The ASAP Mentorship Program does not expect that mentors and mentees will continue to meet or communicate after the program concludes. However, individual mentor/mentee pairs may wish to do so. It's important to establish shared expectations between mentee/mentor on this question.</p>

In addition, you may wish to use or modify one of the activities below: [Revisiting Career Goals](#) or [Articulating Professional Accomplishments](#).

Activity A: Revisiting Career Goals

Look (or think) back to the career vision, list of professional development needs, and list of goals/questions for your mentorship experience that you wrote down during the Mentee Kickoff Webinar. (If you don't remember and want to recreate them, you'll find the question prompts in the [Mentee Kickoff Webinar Slides](#).)

Think about the items below ahead of your meeting, then use time during your meeting to discuss your ideas with your mentor.

1. **Consider the questions/goals you developed for your mentorship experience.** What's something valuable you gained through addressing them? Are there any questions or goals that you want to continue pursuing (whether with your mentor, on your own, or with someone else?)
2. **Consider what has changed since you created your career vision and list of professional development needs.** Have you transitioned in or out of a professional or educational role? Have you had an impactful professional or personal experience? Learned something new? Given this, what changes do you want to make to your career vision or to your list of professional development needs?

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Activity B: Articulating Professional Accomplishments

Writing and talking about one's professional accomplishments comes more naturally to some than others. If you are preparing a resume or getting ready for a job interview, or if you simply want to improve your skill in this area, you may wish to spend some time working on this with your mentor. Some ways to do that are:

- Work with your mentor to create a list of your recent professional accomplishments that you can have on hand when needed. You may wish to use the [STAR story format](#) for this.
- Set aside time in your one-on-one meeting for your mentor to review your resume and for the two of you to talk together about ways to improve.
- Have your mentor conduct a mock interview for you. Prepare a set of mock interview questions (you can google these as well as we can, but [here's a list](#) to get your started). Save time at the end of the meeting to debrief your responses and discuss areas of improvement.
- Prepare an "[elevator pitch](#)" ahead of the meeting. During the meeting, practice and debrief it with your mentor.