

Mentee and Mentor Goal-Setting and Tracking Form

Purpose: To assist the mentee and mentor in establishing developmental goals.

Instructions: Mentee provides three goals to review with the mentor. Mentor identifies areas he or she may assist the mentee in growing over the course of their relationship. Example goals may include the following.

1. A personal goal associated with continuing education
2. A professional goal tied to building goals (such as increasing student achievement and closing achievement gaps)
3. A professional goal tied to professional development

Mentee SMART Goals and Development				
Specific Goal	Success Measure	Resources Required	Time Frame	Status and Comments