

## Goal Setting Guidelines for Coordinators and Mentors

The activities you engage in with your mentee should be related to goals established for the mentoring experience. Goal-setting helps the mentee to strive to achieve. Although goal-setting may be challenging, it is generally worthwhile. Its intention is to increase efficiency and effectiveness by specifying the mentee's desired outcomes. Research suggests the following to be important reasons for joint goal setting among mentors and mentees:

- Goals guide and direct behaviour.
- Goals provide clarity.
- Goals reflect what the goal setters consider important.
- Goals help improve performance.
- Goals increase the motivation to achieve.
- Goals help increase mentees' pride and satisfaction in his/her achievements.
- Goals improve mentees' self-confidence.

### Goal-Setting Model - SMART

Using the **SMART** guidelines set out below can help matches or groups to set effective goals and work towards their achievement.

**S-Specific** A goal of graduating from high school is too general. Specify how this will be accomplished. (Study more in order to receive better grades.)

**M-Measurable** Establish criteria for how a goal is to be achieved. Measurable does not refer to a timeline; it means determining a way to know when the mentee has achieved a particular goal.

**A-Action-oriented** Be proactive in identifying and taking the actions required to reach the goal.

**R-Realistic** Strive for attainable goals, considering the resources and constraints relative to the situation.

**T-Timely** Allow reasonable time to complete each goal, but not so much time the mentee loses focus or motivation.



## Examples of Goals for a Mentoring Relationship

First (and most important) Goal:

Establish a positive personal relationship with your mentee

This may mean:

- Establishing mutual trust and respect
- Maintaining regular interaction and consistent support
- Having fun together

Other possible goals:

1. Help your mentee develop life skills

This may mean:

- Work on accomplishing specific goals, such as improved grades
- Work on such skills as decision-making, goal setting, conflict resolution, money management
- Work on communication, something specific such as being able to communicate feelings
- Work on following through with commitments

2. Help your mentee to strengthen their ability to interact with people from diverse backgrounds

This may mean:

- Talking about respecting people with different ethnic, cultural or economic situations, and exploring the value of these differences
- Introduce mentee to different environments where he/she can experience different people, customs and values

3. Help mentee learn how to access resources

This may mean:

- Increase your mentees awareness of community, education and economic resources
- Help mentee to identify the steps required to access these resources

