

Mentoring Action Plan Name:……………………………………………………………………………………… Date:…………………….

|  |  |  |  |
| --- | --- | --- | --- |
| **Goal** | **Action** | **Completed** | **Comments** |
| *Personal/Professional*  Complete CV | Find suitable template  Write up work experience and skills  Mentor to review and advise on what to include Fill in template | *Date completed* | *Comment on progress or issues that may have arisen* |
| Improve self‐esteem | Complete written exercises provided by mentor Research techniques  Agree techniques to try out Report back to mentor |  |  |
|  |  |  |  |
|  |  |  |  |