First Discussion Plan

Get Acquainted
- Current work situation
- Personal information including family status, how you spend your time outside of work
- Where you grew up, your most memorable experiences and how that shaped who you are today

Create your Partner Agreements
- Establish your definition of confidentiality
- Make decisions about discussion logistics

Partnership Goals
- Prepare for your meeting by thinking about your goals
- Share your goals with each other
- Discuss what you will do to ensure they are met

Taken from General Mills Diversity Mentoring Program
**Partner Agreements**

**To maximize your time, agree how you’ll work together:**
1. When will we talk?
2. Where will we talk?
3. How long will our discussions run?
4. How will we schedule our discussions?
5. What if one of us can’t make a scheduled discussion?
6. How will we evaluate our discussions?
7. Will we communicate between scheduled discussions?
8. How will we define confidentiality for our relationship?

**Mentee Goal Setting**

- Make sure their goals leverage their strengths as well as address their development areas
- What skills, knowledge, abilities do they need to accomplish their goals?
- What is their vision for an ideal mentoring experience?
- What needs to happen for them to say this has been a valuable experience?