

Boulder-CU Leadership Program

Mentorship Guidelines, Sample Topics & Questions



Newton Endowed Chair in Leadership
UNIVERSITY OF COLORADO **BOULDER**

First Meeting Guidelines

- Set mutual expectations
- Determine how best to communicate – email, text, phone calls...
- Meeting times/locations (best to schedule out, cancel if necessary)
- What do you want to get out of this? What do we hope for in May?
- Any pet peeves; things or topics to avoid?



Possible Mentee Questions for Mentor

- What most influenced you to become a leader?
- What are two things you are most proud of in your professional career?
- What is the biggest challenge you've faced as a leader?
- What are the biggest challenge in your industry?
- How do you handle challenging team members?
- Jim Rohn said "Work more on yourself than you do on your job" – what personal skills did you attain that assisted with your leadership?
- Can you speak about an ethical dilemma you experienced? How did you navigate the issue?
- How do you balance your personal and your professional career?



Sample Topics for Leadership Discussions

- Overall business and purpose
- How leadership has been a factor in the leader's career
- How the leader has grown and developed as a leader
- How leadership can be learned and/or developed
- How leadership was observed in other companies or organizations
- “Shadowing” mentor at meetings, discussions etc.
- Examples of leadership on teams
- Examples of successes and failures of leadership
- Examples of leadership being a key success variable



Sample Topics for Leadership Discussions

- Examples of when ethics and integrity have played a role
- Examples of leadership opportunities with personnel
- Examples of why leadership is important and how it plays out
- Examples of different leadership styles used and observed
- Examples of importance of relationships
- Examples of how to build and create a positive leadership environment
- Discuss leadership in relation to risk
- Specific examples of unique aspects of business and how leadership may or may not be important

