



Guidance for Goal-Setting

At the end of each mentoring session, take the time to discuss and agree upon at least one specific action, task or activity that the mentee could accomplish before the next meeting. These should be specific, clearly defined goals that are likely to support the mentee's growth in at least one of their three chosen capabilities and reflect clear growth parameters.

For example, such activities could include:

Solicitor Skills

Plain English letter writing

Draft a letter and share it with, or read it to, a non-legal acquaintance or colleague. Ask them questions about the letter – did they find it easy to understand? Was it clear, engaging, and comprehensive? Gather feedback on your letter and be sure to note down any suggestions on how you could improve your writing style, and at our next meeting, we can go through how to apply this insight.

Conflict Management and Negotiation Skills

Healthy assertiveness

Organise and participate in a roleplaying exercise where you and a colleague discuss a topic on which you each have opposing views. Practice presenting your own perspectives and beliefs with calm confidence and showing clear respect for the other party's views. Reflect on the experience, note down what worked well and what you would do differently moving forward, and ask the other party to share their experience of the interaction with you.

Questions to keep in mind may be: did you come to a resolution? Were there any compromises that were or could have been reached? Did the conversation become contentious at any point, or were both parties able to remain calm, intentional, and reasonable for the duration? If you did find yourself getting upset or uncertain, what elements of the conversation may have brought this on? We can discuss what you garnered at our next meeting.

Adaptive Mindset and Resilience

Openness to challenge and perspectives

Choose an activity that is outside of your comfort zone and that you have never participated in before. Examples of this could include taking a Salsa dance class, having a friend teach you the basics of one of their hobbies, or letting someone share a perspective with which you disagree. Take note of any internal barriers you experienced while seeking out this new activity. Were you uncomfortable, nervous, or anxious over not knowing whether you

would be “good” at the activity? Once you had completed it, did you feel excited or relieved, proud of yourself or disappointed, exhausted or energised?

Reflect on whether you would do the same activity or something similar again in future, and note down your own reasonings and motivations behind that outcome. Consider what you may have learned or enjoyed from the experience, as well as how it measured up to your expectations. We can discuss what you gained from this experience at our next meeting.