TUFH Mentoring Program
CHECKLIST FOR TUFH MENTORS

Mentor ____________________________ Mentee ____________________________

Start Date __________________________ End Date ____________________________

1. Complete your profile in the TUFH Online Community □
2. Complete the TUFH Mentor Questionnaire (that will be sent to you) □
3. Review the TUFH Mentoring Program Guide for Mentors □
4. Use the 4 mentoring skills during meetings □
5. Set up the First Mentoring Meeting with your Mentee. □
6. Complete the 4 goals described on the website and complete the Mentoring Agreement during the First Mentoring Meeting. □
7. Share knowledge, expertise and professional experience with mentees □
8. Provide necessary guidance to the mentees for abstract submission for the annual TUFH conference □
9. Commit to meeting the mentees at least times 3 times during the spring term □
10. Collaborate and brainstorm on challenging issues and impactful projects in the area of interest □
11. Help mentees understand the basics of scientific paper writing □
12. Encourage interested mentees to submit articles in the Education for Health journal, and join as student reviewer in journal team □
13. Give suggestions and help mentees explore possible internship opportunities in their area of interest □
14. Be involved in a TUFH Taskforce and get your Mentee to also join this Taskforce □
15. Work together with mentees and prepare monthly schedules for discussion on relevant topics for effective mentoring and strengthening the relationship with mentees □
16. Increase networking opportunities of mentees by linking them with other students and professionals in the same field of interest.

17. Assist in strengthening the professional and leadership skills of mentees

18. Guide mentees in setting professional goals and orient them regarding prospective career paths in their area of interest

19. Complete the TUFH Mentoring Program Meeting Agenda and TUFH Mentoring Program Progress Check during meetings

20. Prepare the end of the mentorship, as described on the website

21. Finalize the mentorship

22. Complete the mentor feedback form whenever requested by TUFH