



International Pediatric Academic Leaders Association

IPALA Mentoring Program Initial Mentor/Mentee Meeting Conversation Guide

PERSONAL AND PROFESSIONAL BACKGROUND	NOTES
An explanation of your training in pediatrics, your current role and how long you have been with the organisation?	
What are your greatest strengths? Greatest weaknesses? What are your main areas of need managerially/academically?	
What are your short term career goals? Long term career goals? What do you seek professionally in pediatrics?	
What are your hobbies/interests outside of work?	
What do you see as my role as your mentor?	
What ground rules should we set? (e.g. confidentiality, openness, candour)	
What project would you like to undertake during this mentorship and leadership program?	



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What is really challenging in your current role?	
Are there any topics of urgent interest?	
What other topics do you want to cover in our conversations?	
What do you hope to gain from this relationship?	
How should we communicate between meetings? (phone, email, zoom meetings, informal meetings etc?)	
How often should we meet and when is a good time to schedule the meetings?	