Mentor Traits and Skills Inventory

Suggested Use: Reflect on your mentoring practice using this list of traits and skills of effective mentors. Identify 3-4 points that you consider your strengths and 2-3 areas where growth is needed. Make a plan for working on the areas of growth that you have identified. Discuss with your mentor.

Matters of skill

[2] Is accessible
[3] Knows the protégé
[4] Expects excellence (and nothing less)
[6] Provides opportunities
[7] Is a teacher and a coach
[8] Encourages and supports
[9] Shapes behavior using positive reinforcement
[10] Offers counsel in difficult times
[11] Protects when necessary
[12] Stimulates growth with challenging assignments
[13] Gives protégé exposure and promotes visibility
[14] Nurtures creativity
[15] Provides correction – even when painful
[16] Gives the insider perspective
[17] Narrates growth and development
[18] Self-discloses when appropriate
[19] Accepts increasing friendship and mutuality
[20] Teaches multifaceted lifestyle
[21] Is an intentional model
[22] Displays dependability

Matters of style and personality

[23] Exudes warmth
[24] Listens actively
[25] Shows unconditional regard
[26] Respects privacy and protects confidentiality
[27] Tolerates idealization
[28] Embraces Humor
[29] Does not expect perfection
[30] Attends to interpersonal cues
[31] Is trustworthy
[32] Respects personal and cultural values
[33] Encourages protégés to relate with others

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1 The list is based on Johnson & Ridley (2008) The Elements of Mentoring. The number in brackets refers to the chapter where the trait or skill is explained.
**Arranging the mentor-mentee relationship**

[34] Carefully considered the “match”
[35] Makes expectations clear
[36] Establishes measurable goals
[37] Defines relationship boundaries
[38] Considers protégé’s relationship style
[39] Describe potential benefits and risks
[40] Is sensitive to gender
[41] Is sensitive to race & ethnicity
[42] Fosters mentoring constellations
[43] Plans for change at the outset
[44] Schedules periodic reviews or evaluations

**Matters of integrity**

[46] Practices self-care
[47] Is productive
[48] Resists cloning
[49] Is competent
[50] Holds oneself accountable
[51] Respects the power of attraction
[52] Accepts the burden of power
[53] Practices humility
[54] Never exploits protégés
[55] Balances advocacy with gate-keeping

**Matters of restoration**

[56] Above all, does no harm
[57] Slows down the process
[58] Tells the truth
[59] Seeks consultation
[60] Documents carefully
[61] Disputes own irrational thinking

**Matters of closure**

[62] Welcomes change and growth
[63] Accepts endings
[64] Finds helpful ways to say goodbye