



IECA Mentor Match Discovery Call Guidelines for Mentors

(Estimated duration: 45 minutes)

1. Set Expectations for the Call

- Explain the purpose of the discovery call as an opportunity to get to know each other.
- Clarify that, by the end of the call, both the mentor and mentee can decide whether to move forward.

2. Learn About the Mentee

- Ask about the mentee's background, what led them to explore this program, and what they hope to gain.
- Discuss their definition of success and how they envision this mentorship helping them achieve it.

3. Introduce Yourself as a Mentor

- Share your background, experiences, and training.
- Explain your mentoring style—will you primarily respond to questions, proactively provide resources, or take a more structured approach?
- Clarify whether you will wait for the mentee to reach out or initiate discussions yourself.

4. Discuss Confidentiality and Security

- Reinforce the importance of privacy and maintaining a safe, respectful, and confidential mentoring environment.

5. Define the Mentor-Mentee Relationship

- Establish a collaborative dynamic: Emphasize that the mentee drives their own growth and progress.
- Clarify mentoring preferences: Discuss the mentee's preferred communication style, boundaries, and level of structure.
- Build a strong foundation: Acknowledge that growth comes from open, honest, and judgment-free discussions.
- Emphasize learning from mistakes: Encourage both mentor and mentee to embrace challenges and setbacks as part of the learning process.

6. Outline Call Structure and Expectations

- Discuss how calls will be structured, including topics such as challenges, goals, and progress updates.
- Prepare the mentee for the natural ups and downs of the learning process.

7. Establish a Scheduling Agreement

- Confirm a mutually convenient schedule for regular meetings.
- Address policies on rescheduling, late arrivals, or missed calls.
- Request at least 48 hours' notice for scheduling changes whenever possible.

8. Emphasize Commitment and Growth

- Discuss the importance of consistency, accountability, and personal commitment.
- Reinforce that while growth takes time, the primary goal is to help the mentee progress toward their objectives.