	Make a copy for your use!!!	
	Certificate of Practice_Journey Mentor_Self-Assessment	
		Febraury 2025
	For each NUMBERED statement that follows, ask: **Can I (the statement)? [Yes or No] --> with hesitancy, the answer is No**	**Yes or No**
Name		
IMC_ID#		
email		
1	**Mentor Profile - About Mentor**	
1	Define the terms mentor, mentoring, mentee, and mentorship	
2	Discuss the terms and concepts of mentoring	
3	Discuss the terms and concepts of serving as a mentor	
4	Discuss the importance of the role of the mentor	
5	Discuss the benefits of serving as a mentor	
6	Discuss the decision structure to accept/decline a mentoring assignment	
7	Manage effective communication skills	
8	Discuss the self-concept of serving as a mentor	
9	Manage continuous learning approach as a mentor	
10	Manage continuous improvement as a mentor	
11	Discuss the importance of ISO standards to mentor certification	
12	Listen consciously	
13	Share responsively	

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2	**Mentor Profile - Mentor Characteristics**	
1	Manage confidence while mentoring	
2	Manage commitment while mentoring	
3	Manage confidentiality while mentoring	
4	Manage presence while mentoring	
5	Manage rapport while mentoring	
6	Manage reciprocation while mentoring	
7	Manage humility while mentoring	
8	Manage tolerance while mentoring	
9	Manage credibility while mentoring	
10	Manage ethical decision making while mentoring	
11	Discuss the use of humor in the mentoring arrangement	
12	Manage assignment of time and effort while mentoring	
13	Manage bias in all forms of communication	
14	Manage self-reflective practice of your lived experience shared with the mentee	

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3	**Mentor Profile - Mentoring Arrangement (from Mentor)**	
1	Discuss possible bottlenecks while mentoring	
2	Discuss how the mentor's Point of View affects mentoring	
3	Discuss the impact of generational characteristics on mentoring	
4	Discuss behavioral awareness while mentoring	
5	Manage situational assessment at predetermined milestones while mentoring	
6	Summarize the experiential value of mentoring for the mentor	
7	Summarize the experiential value of mentoring for the mentee	
8	Manage the mentoring system according to agreed upon safety standards	
9	Manage issue identification for mentoring	
10	Manage the administrative boundaries for mentoring	
11	Manage the assigned accountabilities and responsibilities for mentoring	
12	Manage documentation based on agreed upon measures and metrics	
13	Manage the gender requirements for mentoring	
14	Discuss the hindering and helping behaviors of the mentor	
15	Manage mentoring according to the agreed-upon organization of time, effort, and money allocations	
16	Manage closure of the mentoring arrangement process	

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For each NUMBERED statement that follows, ask:
Can I (the statement)? [Yes or No] --> with hesitancy, the answer is No

		Yes or No
4	**Mentor Profile - Support Mentee (for Mentee)**	
1	Manage correct responses relevant to the mentee's questions	
2	Manage capacity development of the mentee	
3	Manage empathetic responses to the emotional expressions of a mentee	
4	Manage the mentee celebrations as an outcome of mentoring	
5	Manage independence of the mentee	
6	Manage support of the mentee's words and actions of well-being	
7	Manage a professional relationship with mentee	
8	Manage the mentee's self-assessment of individuality	
9	Discuss the importance of cognitive-affective issue indicators	
10	Discuss access points for professional support services for cognitive-affective issues	
11	Discuss mentee's resource allocation to deal with issues	
12	Discuss the mentee's use of ethical decision-making practices	
13	Discuss mentee's behavior congruent with ethical standards while mentoring	
14	Manage the diversity and inclusion requirements for mentoring	
15	Demonstrate adaptation to special needs	
16	Manage mentoring when the mentee suggests harm to self	
17	Manage mentoring when the mentee suggests harm to others	
18	Manage the types of mentee bias affecting mentoring outcomes	
19	Discuss the continuous learning approach for the mentee	

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5	**Mentor Profile - Mentoring Tools & Techniques**	
1	Use humble inquiry - problem inquiry | appreciative inquiry while mentoring	
2	Manage the use of crucial conversations while mentoring	
3	Manage the use of collaborative conversations while mentoring	
4	Manage the impact of bias on mentoring	
5	Manage diverse perspectives while mentoring	
6	Use a question and answer approach while mentoring	
7	Use a hierarchy of values approach to support mentoring	
8	Use a principle-centered negotiation approach when conflict arises in the mentoring arrangement	
9	Use feedback, feedforward, and feed-fromward appropriate to the situation	
10	Manage use of story-sharing techniques while mentoring	
11	Manage formative assessments of mentoring	
12	Manage summative evaluations of mentoring	

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6	**Mentor Profile - Mentoring Educating Learning**	
1	Discuss the requirements for an inclusive and mutual learning environment	
2	Review requirements for a mentoring arrangement conducive to learning and development	
3	Use instructive-facilitative-coaching in the mentoring arrangement	
4	Discuss the merits of multiple educating approaches for the mentoring arrangement	
5	Manage Log Book while mentoring	

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	For each NUMBERED statement that follows, ask: **Can I (the statement)? [Yes or No] --> with hesitancy, the answer is No**	**Yes or No**
7	**Certification/Recertification**	
1	Discuss the certification process to award a Certificate of Practice - JM	
2	Manage the requirements for a Certification of Practice - Journey Mentor	
3	Discuss the recertification process to award a Certificate of Practice - JM	
4	Discuss evidence-based learning	
5	Discuss experience-based educating	
6	Submit a copy of the current Certificate of Practice - JM for recertification	
	Suggested Actions:	
	1) Answer Yes or No to the question in yellow for each statement in each category in Column C	
	2) Book a call with IMC when you have questions via our Intake Email: doug.lawrence@talentc.ca	