

NCM – Decision Points Checklist

Mentor: _____ Protégé _____

To be completed at first meeting – Turned in at the Workshop

Use this worksheet as a guide to develop the Individual Mentoring Plan.

TASKS	DECISIONS
What channel of communication is the most preferred (phone, person-to-person, e-mail)?	
What time(s) in your schedule will be the most opportune for communicating?	
Do you have all the necessary contact information (phone, fax, home phone, e-mail, directions to school)?	
How often will you meet/communicate to discuss necessary issues and review progress on experiences?	
Where will you meet when meeting in person?	
Who will be the initiating party in the mentoring process?	

<p>What are the main concerns of the protégé about his/her comprehensive guidance program?</p>	
<p>What are the main concerns the protégé has about implementing the guidance curriculum based on the comprehensive guidance content standards? (These include: academic development, career development, and personal-social development.)</p>	
<p>What are the main concerns the protégé has about implementing the Individual Planning component? (Assisting all students with planning, monitoring, and managing their own learning as well as their personal and career development.)</p>	
<p>What are the main concerns the protégé has about the Responsive Services component? (Individual counseling, crisis counseling, consultation, small group counseling, referral counseling.)</p>	
<p>What are the main concerns the protégé has about the Systems Support? (Program evaluation, time on task, professional development.)</p>	

<p>What are the main concerns the protégé has about his/her certification?</p>	
<p>What resources does the protégé need for full implementation of the comprehensive guidance program?</p>	
<p>What resources does the protégé have for completing the structured experiences?</p>	
<p>Identify strategies for positioning the guidance counselor and the program for greatest effectiveness within the school and the community (i.e., counselors, fellow counselors, administrators, parents, employers, etc.).</p>	
<p>What assistance is needed from DESE or the counseling community in addition to the assistance of the mentor?</p>	