

## **Leeds Professional Mentorship Program Mentoring Journal Template**

**Meeting Date:**

**Key Topics/Lessons:**

**Reflections (How does this relate to me?):**

**Action Items/Follow-up:**

- Mentee –
- Mentor –

**Possible Topics for Next Meeting:**

**Next Meeting:**

- Date, time, location?
- Who will set and send agenda?
- Preparation – anything I need to bring or do?