



# Modified Launch Teams

## FIRST MEETING- For the FACILITATOR

The **purpose** of this first meeting is to identify what the goals, challenges, and aspirations of the mentees are that could help you find their best mentor.

**Before the meeting:** email the questions in the table below to the mentee and ask them to come prepared to share their answers. These questions are not mandatory, nor do they have to be addressed in full. They are intended to prompt mentee's self- reflection and to help them identify their own goals and aspirations.

Category	Questions
Understanding Goals & Aspirations	<ol style="list-style-type: none"><li>1. What are your short-term and long-term career goals?</li><li>2. What kind of impact do you hope to make in your career?</li><li>3. What are you most passionate about? What excites you about work?</li><li>4. What are your key areas of development? (Research/Education/Clinical)</li></ol>
Exploring Challenges & Needs	<ol style="list-style-type: none"><li>1. What are the biggest challenges you're currently facing in your career?</li><li>2. What are some skills you're looking to develop?</li><li>3. What are your preferred learning styles?</li><li>4. What type of mentorship relationship do you envision?</li></ol>
Assessing Preferences & Style	<ol style="list-style-type: none"><li>1. What are your preferred communication styles?</li><li>2. How often would you like to meet or connect with your mentor?</li><li>3. How would you describe your ideal mentor? Style, background, personality, career achievements, specialty, etc.</li><li>3. What are some of your preferred methods for self-improvement?</li></ol>

Identify if the mentee prefers a mentor from the same section, from another section, or outside of the radiology department.

**Next:** Based on these answers think about connecting the mentee with a primary mentor in their section, other radiology department section, or even outside the radiology

department. Your own connections will help you find the person. If you are at a loss, you may consult with your section chief, colleagues, chairman, or vice chair of mentorship. You can also use the [Radiology - Mentorship Database](#) for available mentors.

**Last:** please notify the VCMPD and the mentorship administrative assistant that you have completed this meeting and who you are suggesting as the mentor for the mentee. If the primary mentor is within our department, the administrative assistant and VCMPD will send the introduction email. If the mentor will be outside our institution or department, please send the introduction email yourself.

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## SECOND MEETING

The purpose of the second meeting is to check in and ensure that the mentee is developing a productive relationship with their mentor. There's no set format—simply ask questions to assess whether the mentee finds their primary mentor helpful, available, and approachable. If not, you may want to consider matching the mentee with a different mentor.

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## Resources for Mentors and Mentees

The Mentorship Handbook contains important and helpful information that can be used by facilitators, mentors, and mentees.

Familiarize yourself with the additional templates and resources in the [Radiology Department - Mentorship related resources | General | Microsoft Teams](#)