

Mentor Meeting Notes Template



**Young
Leaders
Pathway**

Young Archaeologists' Club

Meetings take place every three months across the full 24-month programme.

Young Leaders Name:

Branch:

Mentor:

Date of Meeting:

Review Point:

- 3 months 6 months 9 months 12 months
 15 months 18 months 21 months 24 months

1. Overview of Progress Since Last Meeting

(Attendance, session involvements, and general engagement, you can refer to the Progression Passport entries.)

2. Young Leader Reflection: What They Are Most Proud Of

(Use the Young Leader's own words wherever possible.)

3. Skills and Strengths Observed

(Hard and soft skills demonstrated this period.)

4. Areas for Development

(Any challenges, support needs or skills the Young Leader would like to build.)

5. Agreed Goals for the Next Three Months

(Goals should be realistic, achievable and linked to their Passport.)

6. Support of Adjustments Required

(Training needs, supervision support or changes to responsibilities.)