



CHECKLIST FOR MENTEES

PARTICIPATING IN

THE INTERNATIONAL CROSS-MENTORING PROGRAM (ICMP) for Leaders

2020/2021

A strategy for the professional promotion and leadership development for women and men

1. Possible areas (Please tick all points where development is of interest)

Strength to perform

- To develop quickly
- To perform exceptionally
- To have a high level of maturity in the accomplishment of difficult tasks and complex challenges
- To be able to understand complex patterns
- To be flexible and able to adapt in different situations
- To lead opinion
- To give direction through clearly formulated messages
- To be strong in difficult situations
- Other: _____

Client focus

- To establish optimal client relationships
- To combine the goals of the company with the client's wishes
- To meet internal and external clients with competence and openness
- Other: _____

Team Work

- To continuously develop the cooperation within the team
- To develop cooperation with other business areas
- To support participation in decisions concerning other team members
- To share information
- To intermeditate in conflict situations
- Other: _____

Innovation

- To foresee consequences of own actions
- To be result orientated
- To use innovation and change as an opportunity for the company and herself/himself to initiate, monitor and organise changes
- To adapt quickly and in a flexible way to changing situations
- To show openness towards new ideas, structures and experiences
- To actively design the working environment and to bring in creative ideas and proposals
- To challenge habits/the status quo
- To identify opportunities for improvement and to implement them
- Other: _____

Performance

- To welcome major challenges
- To show extraordinary commitment
- To have high expectations towards herself/Himself and others



- To clearly show outstanding performance
- To consciously apply "best-practice" options
- Other: _____

Leadership

- To enable others to act independently
- To give feedback
- To request feedback and to reflect on own behaviour
- To fulfil promises
- Other: _____

Miscellaneous

- To improve Self-PR
- To improve understanding of policy/communication/culture
- To build up a long term career plan
- To increase authority
- To increase networking
- To improve understanding of gender behaviour
- To improve work-life balance
- Other: _____

2. Criteria for the "ideal" mentor

(Please be aware that not all choices can be matched)

Gender:	Female	Male	
Language:	English	French	German
Sector:	Finance	other (ICT service) sector	production industry
Company culture:	Luxembourg	other European	outside Europe

3. Personal Data

Surname and first Name _____

Age _____

Direct telephone number _____

E-mail address _____