Mentor midway mentoring evaluation form

*The form should be completed by mentors in the middle of the programme. “Middle” is defined as either the half of the overall programme duration (e.g. after 1 year if the overall programme covering all components is scheduled for 2 years), or towards the end of the didactic component (noting that implementation and completion of capstone projects would be next).*

*Estimated time for survey completion: up to 15 minutes*

|  |
| --- |
| Date: |
| Mentor’s sector: o Human health o Animal health o Environmental health o Other |

**Please indicate how much you agree/disagree with each of the mentoring-related statements listed below where 1 is Strongly disagree and 5 is Strongly agree.**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **A. Organization, infrastructure and logistics** | | | | | | | | | | | | | | | | | |
| ***Statement*** | | | | | ***Score***  1: Strongly disagree -->  Stronglyagree: 5 | | | | | | | | | | | | |
| A1. | The mentorship component of the Programme is well-organized and runs smoothly | | | | 1 | | | 2 | | | 3 | | | 4 | | | 5 |
| A2. | The administrative support is helpful and sufficient | | | | 1 | | | 2 | | | 3 | | | 4 | | | 5 |
| A3. | The mentoring environment (e.g., venue, distance-learning platform) is appropriate and facilitates the mentoring process | | | | 1 | | | 2 | | | 3 | | | 4 | | | 5 |
| A4. | The logistical arrangements (e.g., scheduling, location/link, materials) are adequate | | | | 1 | | | 2 | | | 3 | | | 4 | | | 5 |
| A5. | The materials and resources needed for mentoring are readily available or access to those is provided in a timely manner | | | | 1 | | | 2 | | | 3 | | | 4 | | | 5 |
| A6. | Enough time was provided to prepare for mentoring | | | | 1 | | | 2 | | | 3 | | | 4 | | | 5 |
| A7. | *Other remarks related to the organization, infrastructure and logistics of the programme* | | | | | | | | | | | | | | | | |
| **B. Communication from the implementer** | | | | | | | | | | | | | | | | | |
| ***Statement*** | | ***Score***  1: Strongly disagree -->  Stronglyagree: 5 | | | | | | | | | | | | | | | |
| B1. | Communication from organizers is clear and timely | 1 | 2 | | | 3 | | | 4 | | | 5 | | |  | | |
| B2. | All necessary information, updates and changes to the programme are communicated effectively | 1 | 2 | | | 3 | | | 4 | | | 5 | | |  | | |
| B3. | The organizers are responsive to my inquiries and concerns | 1 | 2 | | | 3 | | | 4 | | | 5 | | | N/A[[1]](#footnote-2) | | |
| B4. | My role and responsibilities as a mentor were clearly communicated to me | 1 | 2 | | | 3 | | | 4 | | | 5 | | |  | | |
| B5. | *Other remarks related to the communication from the implementer* | | | | | | | | | | | | | | | | |
| **C. Length/format** | | | | | | | | | | | | | | | | | |
| ***Statement*** | | | | ***Score***  1: Strongly disagree -->  Stronglyagree: 5 | | | | | | | | | | | | | |
| C1. | The duration of mentoring support is acceptable | | | 1 | | | 2 | | | 3 | | | 4 | | | 5 | |
| C2. | The pacing of the programme is manageable | | | 1 | | | 2 | | | 3 | | | 4 | | | 5 | |
| C3. | The modality of the mentoring sessions (e.g. in person, online) is effective for mentoring | | | 1 | | | 2 | | | 3 | | | 4 | | | 5 | |
| C4. | *Other remarks related to the length and format of mentoring support* | | | | | | | | | | | | | | | | |
| **D. Mentor-mentee relationship** | | | | | | | | | | | | | | | | | |
| ***Statement*** | | | | ***Score***  1: Strongly disagree -->  Stronglyagree: 5 | | | | | | | | | | | | | |
| D1. | My mentee(s) are receptive and open-minded to receiving feedback | | | 1 | | | 2 | | | 3 | | | 4 | | | 5 | |
| D2. | My mentee(s) provide responses in a timely manner | | | 1 | | | 2 | | | 3 | | | 4 | | | 5 | |
| D3. | My mentee(s) inform me of any changes in the schedule of meetings in a timely manner | | | 1 | | | 2 | | | 3 | | | 4 | | | 5 | |
| D4. | My mentee(s) are actively engaged and motivated to support their learning and professional growth | | | 1 | | | 2 | | | 3 | | | 4 | | | 5 | |
| D5. | *Other remarks related to mentor-mentee relationship* | | | | | | | | | | | | | | | | |
| **E. Learning package – mentoring component** | | | | | | | | | | | | | | | | | |
| ***Statement*** | | | | ***Score***  1: Strongly disagree -->  Stronglyagree: 5 | | | | | | | | | | | | | |
| E1. | The objectives of mentoring are clearly stated in the learning package and are understandable | | | 1 | | | 2 | | | 3 | | | 4 | | | 5 | |
| E2. | My role and responsibilities as a mentor (from ToR or any other related document) are clear to me | | | 1 | | | 2 | | | 3 | | | 4 | | | 5 | |
| E3. | The mentorship guide equipped me with the necessary knowledge to be an effective mentor | | | 1 | | | 2 | | | 3 | | | 4 | | | 5 | |
| E4. | The project guide includes all relevant content related to small and capstone projects | | | 1 | | | 2 | | | 3 | | | 4 | | | 5 | |
| E5. | The project guide equipped me with the necessary knowledge to support my mentees with the small and capstone projects | | | 1 | | | 2 | | | 3 | | | 4 | | | 5 | |
| E6. | The mentorship package included all relevant templates and forms | | | 1 | | | 2 | | | 3 | | | 4 | | | 5 | |
| E7. | The mentorship package materials were clear and easy to understand | | | 1 | | | 2 | | | 3 | | | 4 | | | 5 | |
| E8. | I, as mentor, felt prepared to support my mentee(-s) | | | 1 | | | 2 | | | 3 | | | 4 | | | 5 | |
| E9. | *Other remarks related to the learning package* | | | | | | | | | | | | | | | | |
| **F. Adaptation of the learning package** | | | | | | | | | | | | | | | | | |
| ***Statement*** | | | | ***Score***  1: Strongly disagree -->  Stronglyagree: 5 | | | | | | | | | | | | | |
| F1. | We, as mentors, adapted relevant templates to our needs | | | 1 | | | 2 | | | 3 | | | 4 | | | 5 | |
| F2. | Adaptation of the learning package materials did not compromise the integrity of the content | | | 1 | | | 2 | | | 3 | | | 4 | | | 5 | |
| F3. | How long did it take to adapt mentorship materials? Please indicate the length in hours | | | | | | | | | | | | | | | | |
| F4. | *Other remarks related to the learning package:* | | | | | | | | | | | | | | | | |

***Thank you for taking the time to complete this questionnaire! Your feedback helps us improve the programme.***

1. Not applicable [↑](#footnote-ref-2)