



ONTARIO LIBRARY ASSOCIATION  
**MentorMatch Guidelines and Resources**

## **Mentorship: Tips for Closure**

As your mentoring relationship draws to a close, use these tips to draw things together, setting a path for future actions and relationships.

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### **1. Plan for next steps.**

Consider your own temperament. How do you feel about closure? Do you find it difficult to say good-bye? Be conscious of your own inner resistance to this. Instead plan for the end by scheduling a final meeting and work together to outline a clear agenda for that meeting. Be prepared for the formal relationship to end, but be prepared to discuss options for an ongoing relationship.

### **2. Go back to your goals.**

Check in on the goals you agreed upon. See what you have accomplished, and reflect on goals that may remain. Consider whether unaccomplished goals are still a priority, and how or even whether to address them in another way outside of the mentoring relationship.

### **3. Reflect and celebrate.**

Reflect on what you valued most about the mentoring experience and say thank you! You have had the great privilege of working together towards shared goals. Celebrate it!

### **4. Identify and discuss options.**

Before your final meeting, consider the different choices for the next phase of the relationship. There are many options. Lay them out and discuss your preferences.

### **5. Share learning together. Consider how to continue after the formal mentoring experience ends.**

Think about what you have both learned and talk about it at your final meeting. Both the mentor and mentee may choose to develop a post-mentoring development plan for themselves. You may also decide to extend your mentoring relationship informally beyond the MentorMatch program. Keep the learning going!