

EXAMPLE: REQUESTING A MENTOR

A new member asking a potential mentor

A big thank you to Felix Mohrmann for making this example available to us!

As a new member of Hamburg International Speakers, you can ask other members to act as mentors. If you don't know who to ask, our club has a mentoring guide. This person will help you in a conversation to identify your needs for a mentor and to point out the right people who are available for mentoring. Inquire with a board member who is currently the mentoring guide if you don't know yet.

You can adapt the following e-mail to your wishes and your style in order to establish the first contact:

E-MAIL TEXT

[HELLO AND INTRODUCTORY WORDS]

I am reaching out to you, since I'm looking for a mentor who will support me in the early stages of becoming a distinguished Toastmaster.

The last meetings I've experienced you as a very [INSERT QUALITY ONE] and [INSERT QUALITY TWO] person and I was impressed how [INSERT COMPLIMENT] (e.g. genuine you interacted with us, showed good leadership)

I would like to have you as my mentor, because:

1. [INSERT REASON]
2. [INSERT REASON]
3. [INSERT REASON]

I don't really know what to expect, but here are some things I would like you to do for me:

A mentor for me should be/is...

- The person I can ask for help in regards to public speaking, toastmasters & speech development
- [INSERT EXPECTATION]
- [INSERT EXPECTATION]

If you have any more questions or concerns, please don't hesitate to contact me here: [INSERT PREFERRED WAY OF CONTACT]

I am looking forward to many more great Toastmaster meetings with you!

Best regards, [YOUR NAME HERE]

HINTS

This document is not a prescription of how you formulate your email. It is based on what has proven useful for other people in the past. You can use it, as it is or simply as an inspiration to make your own version.



The mail from Felix is very well thought-out and profound with regards to content. It's not expected from you that you have made up your mind that much – you can always simply ask somebody, because you like him or her!