

Name: _____

Date: _____



Supervisor Meeting Prep

Spend time preparing for your next supervision meeting.

1 What's on your mind? Concerns, excitement, or something else?

2 What are you working on? Think about this in advance so you can give a short summary.

3 What's the real challenge for you at the moment? Focus.

4 What do you want to get out of the meeting?

5 What specific help and support would you like from your supervisor in/or after this meeting?

6 What other resources or people do you need access to, to complete your work?

7 Consider your biggest problem, what is your approach or idea?

8 And what else?

9 What are you currently feeling like? Be honest with yourself. Share this with your supervisor so you can help them support you.

In advance (3 days?) of the meeting send a short email: (a) I have been working on / am excited about this and the status is... (b) I need some help around this.... (c) I would like to discuss/explore this...

In the meeting, how will you check in with them. What are they working on or doing at home? Or even holiday plans?
