



**COLORADO**

Commission for the Deaf,  
Hard of Hearing, and DeafBlind

## Legal Auxiliary Services Mentee Goals—SAMPLE

This form is a tool to be completed and maintained by the Legal Auxiliary Services (LAS) Mentee throughout their Mentorship. Mentee will share Mentorship goals with the LAS Primary Mentor and select and share specific goal(s) with the Assignment Mentor.

Create up to three goals for the LAS Mentorship. These goals can be updated and changed throughout the Mentorship. Make goals specific and measurable. Work with Primary Mentor to craft, if needed.

### Goals

1. Gain the skills and hours necessary to obtain my LCA no later than DATE (end of 18 month required time frame).
- 2.
- 3.

### Goal Implementation/Tracking

- What steps will be taken to implement goals?
  1. I will flex my schedule to be more available to respond to queries from LAS/DOSLS.
  2. I will review class materials to keep court processes, terminology, etc. fresh.
  3. Create a prep checklist.
  4. I will review Requirements of LAS Mentees.
  5. I will have my note taking instrument prepared along with Qs to ask AM for each assignment.
  6. I will review notes from each assignment, and process Demands/Controls that arose/were employed in previous assignment. Evaluate for effectiveness/impact on the interpreting process. What is needed to grow my skills?
- How will progress be tracked?
  1. Maintain accurate log of my hours.
  2. Maintain notes to track my progress of skill development.
  3. Note additional training I might need and when I will pursue this training.
  4. Review and apply feedback from AM and PM.

### Resources Needed to Achieve Goals

List any online materials needed, assistance of Assignment Mentor, Primary Mentor, etc.

1. LAS Log
2. Note taking instrument
3. DC-S forms
4. AM/PM feedback forms
5. Feedback from consumers—deaf and hearing/court personnel
6. Legal dictionary



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### **Accomplishment of goals**

1. What is the timeline for accomplishing each goal?
  - I will have aim to do two hours a month of legal interpreting with an AM beginning DATE.
  - I will have 12 hours completed by DATE; eight hours of hands-on mentoring, two hours of required court observations and discussion.
  - I will have an additional 15 hours of hands-on Mentorship work completed by DATE.
  - I will have the remaining required hours completed by DATE.
  
2. How will the Mentee know each goal has been accomplished?
  - My Log has been completed to accurately reflect my Legal Mentorship hours.
  - I have sent all of the supporting documentation of my hours required by LAS to LAS.
  - I have submitted the Legal Auxiliary Services Status II Application to LAS for approval.
  - LAS will inform me of my successful completion of the requirements.
  - I will plan my Status II celebration!! 😊