



Body language checkpoints

In this activity, you'll create a checklist of positive non-verbal cues, like relaxed posture, open hand gestures, and nodding. During your interactions, practice using these cues and check them off as you go. Afterward, reflect on how comfortable and effective each cue felt. This will help you build positive body language habits that encourage trust and openness in your mentoring relationships.

Process:

1. **Choose 1-2 Body Language Cues to Focus On:** Each day or week, pick 1 or 2 body language cues to work on. Focus on one cue each day to build your awareness and comfort gradually.
2. **Practice in Real-Life Situations:** During your daily interactions (meetings, casual chats, or listening to others), focus on using the selected cues. Try to incorporate them naturally into your body language.
3. **Reflect at the end of the period:** At the end of your chosen period, reflect on how you did:
 - Which cues were easy to use?
 - Did you notice any reactions from others when you used them?
 - What was difficult about using certain cues?
4. **Track Your Progress:** Keep a simple journal or note where you record your reflections and progress each period.

Outcome:

This activity helps you build positive body language habits that promote trust and openness in your mentoring. It makes your interactions more supportive, helping your mentee feel heard and valued.



Body Language Checklist:

- ☐ **Relaxed:** Keep your shoulders down and avoid crossing your arms.

- ☐ **Open hand gestures:** Use natural, open hand movements to emphasize points.

- ☐ **Nodding:** Nod occasionally to show you are listening and engaged.

- ☐ **Comfortable eye contact:** Maintain eye contact without staring.

- ☐ **Leaning slightly forward:** Show interest without invading personal space.

- ☐ **Smiling:** Smile to create a friendly and welcoming atmosphere.

- ☐ **Mirroring:** Subtly match the mentee's posture or gestures to build rapport.

- ☐ **Facial expressions:** Use appropriate facial expressions that reflect your attention and understanding.

- ☐ **Tone of voice:** Maintain a calm and steady tone that conveys openness and support.

- ☐ **Maintaining personal space:** Respect the mentee's personal space to create a comfortable and professional environment.

- ☐ **Vocal cues:** Use vocal sounds like "mm-hmm" or "I see" to encourage conversation without interrupting.

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Body Language Checklist:

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