

How to Mentor

In this program, Psychologists Eve Ash and Peter Quarry, discuss strategies for successful mentoring. The role of a mentor is different from that of a supervisor or coach and without this specific understanding a mentor may end up micromanaging, rather than advising. This program presents two role plays, modelling how to establish the process in the first meeting and how to identify and confront challenging trends of the mentee. The skills for successful mentoring are outlined.

1. The first meeting

In the first meeting, the mentor may find that he or she takes the lead role, as there are basic details regarding process and expectations that need to be established.

- Show enthusiasm, remember that first impressions are important.
- Ask the mentee how he or she is feeling to uncover any underlying fears that may block the process.
- Establish when, how often and the duration of the sessions.
- Clarify the best methods of communication.
- Establish the goals for the mentoring sessions.
- Clarify the mentee's career goals.
- Understand what are the current work concerns and issues for the mentee.

2. A middle meeting

As the process progresses, the mentor will have a greater understanding of the issues preventing the mentee from achieving his or her goals. Through providing appropriate and supportive feedback it is possible to assist the mentee to develop skills and implement change.

- Look for trends in mentee behaviour.
- Provide examples of behaviour.
- Confront and challenge the mentee.
- Ask good open ended questions.
- Listen positively and show empathy.
- Gain agreement to feedback.
- Refer to mentee's goals.
- Encourage the mentee to take responsibility for change.
- Provide advice.

3. Skills for a mentor

- Active listening.
- Ask open questions.
- Challenge and confront.
- Good facilitation skills.
- Develop trust.
- Agree to confidentiality.
- Show caring.
- Provide networking opportunities.

Duration: 18 minutes

ISBN: 978-1-921409-34-9

Stockcode: TAT106