CORPUS CHRISTI
CATHOLIC SCHOOL

Mentoring

How to be an effective mentor or mentee within Corpus Alumni

In this slide pack you will:

1. Understand the value of mentoring for both the mentor and mentee

2. Explore the different mentor roles and how they can be used to achieve objectives

3. Learn how to set effective objectives

4. Commit to the mentoring confidentiality rules

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What does mentoring mean?

Mentoring is

One of the first recorded uses of the word 'mentor' was by Homer in his epic poem, 'Odyssey'. The character Mentor was chosen by Odysseus to take care of his family while he was away.

Athena, Goddess of Wisdom, embodies Mentor to advise and support Odysseus's wife during crisis. From this usage we can see that Mentor was linked to wisdom.

What does mentoring mean to students?

- **Sounding board**

- **Advice**

- **Building confidence**

- **Guidance**

- **Experience**

- **Sharing**

- **Experience developing**

- **New perspectives**

- **Role model**

Mentoring is

The accepted modern definition of mentoring is:

"**Help** by one person to another in making significant **transitions** in knowledge, work or thinking"

David Megginson and David Clutterbuck

By this definition then, we can see mentoring relationships as a journey. A mentor helps a mentee get from where they are currently, to where they want to be.

Past, Present and future

In order to understand where you want to go, you have to consider with your mentor where you are now, and where you have come from.

Past	Present	Future
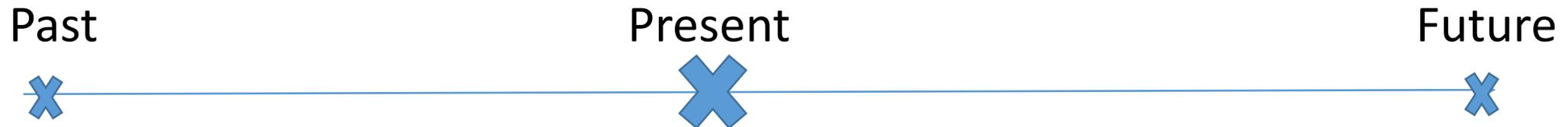
1. Mentoring requires a dynamic perspective of one's journey
2. It is unique for each individual
3. It goes beyond a set of objectives

Roles of the mentor

Top tip: Mentors can be one or a combination of these roles at any one time. As much as it is important for a mentor to be adaptable, it's just as important for mentees to push their mentors around this matrix depending on their needs at the time.

Directive

Coach

Challenging

Challenging

Nurturing

Facilitator/Networker

Counsellor
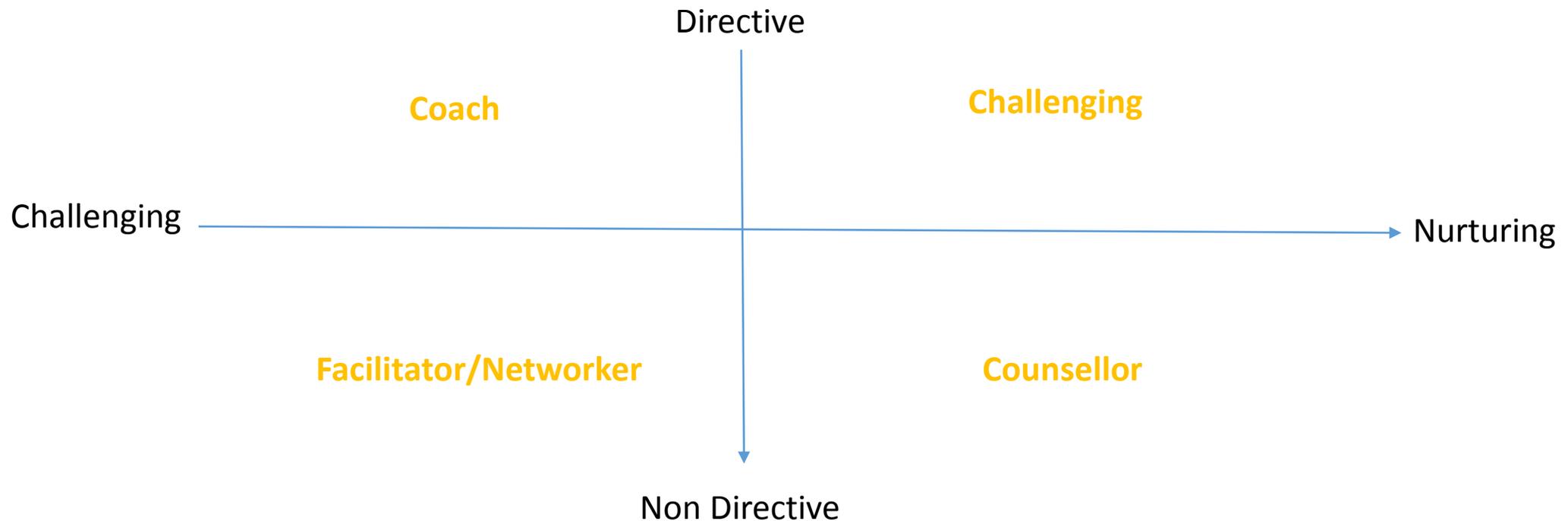
Non Directive

Coach: directive and challenging

What?

- Identifies gaps in mentees knowledge and skills
- Develops skills and knowledge to fill gaps
- Builds confidence

How?

- Directs conversations
- Gives constructive feedback
- Finds opportunities for mentees to practice

Guardian: directive and nurturing

What?

- Is a role model
- Is an adviser
- Looks out for and passes on opportunities that will be beneficial to the mentee

How?

- Shares successful strategies
- Gives advice when appropriate (when asked to)
- Passes on news, helpful information and encourages

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Facilitator: non directive and challenging

What?

How?

- Helps mentee build own networks
- Helps mentee access specific knowledge, resources, opportunities
- Encourages a sense of self-reliance

- Makes introductions
- Encourages mentee to think about the importance of their networks
- Helps develop good networking skills

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Counsellor: non directive and nurturing

What?

- Acts as a sounding board to bounce ideas off
- Helps to bring mentee to their own decision by asking the right questions
- Provides a gateway to other help where necessary

How?

- Listens without judging
- Guides towards a decision through effective questioning
- Refers/signposts to professional support if/when required

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Important to note

If you ever find yourself in a situation where you feel that your mentoring relationship has become unhealthy, inappropriate or you are worried about your mentor/mentee's wellbeing, please contact alumni@corpuschristi.com for confidential advice, or use the red button on the bottom left of the main alumni site.

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The Mentoring Life Cycle

Value to mentee

BR – Building Rapport
SD – Setting Direction

BR

SD

Making Progress

Winding Up

Moving on

Time
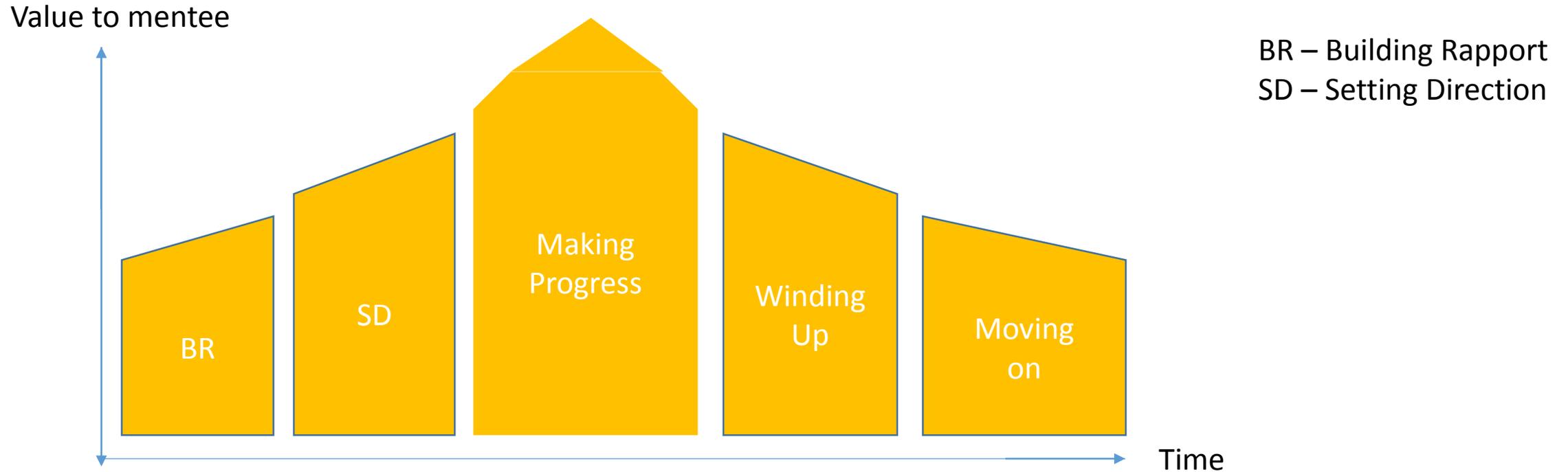
There is no recommend maximum or minimum relationship length. This should be entirely dependent on each mentor/mentee pairing. However, expect your relationship will follow this cycle.

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Building Rapport

Value to mentee

BR
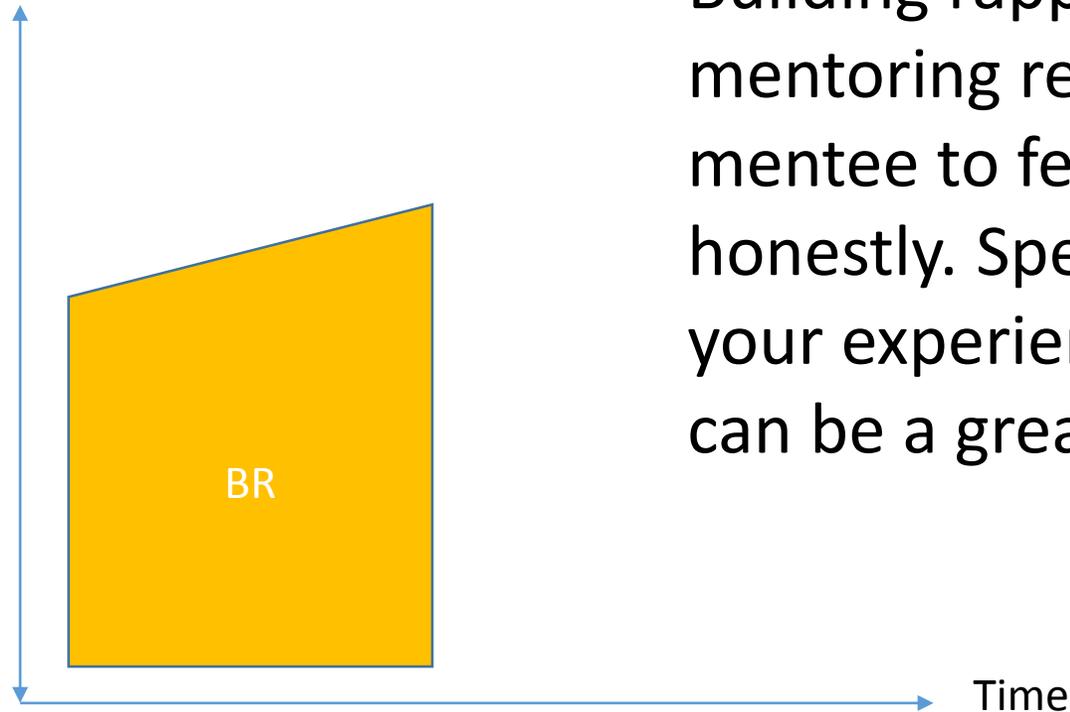
Time

Building rapport is an essential early stage of a mentoring relationship. It allows the mentor and mentee to feel that they can speak frankly and honestly. Spending time asking each other about your experiences, and finding common ground can be a great way to build rapport.

If in doubt, speak about the time spent at Corpus. That is the one thing you will always have in common!

Setting Direction
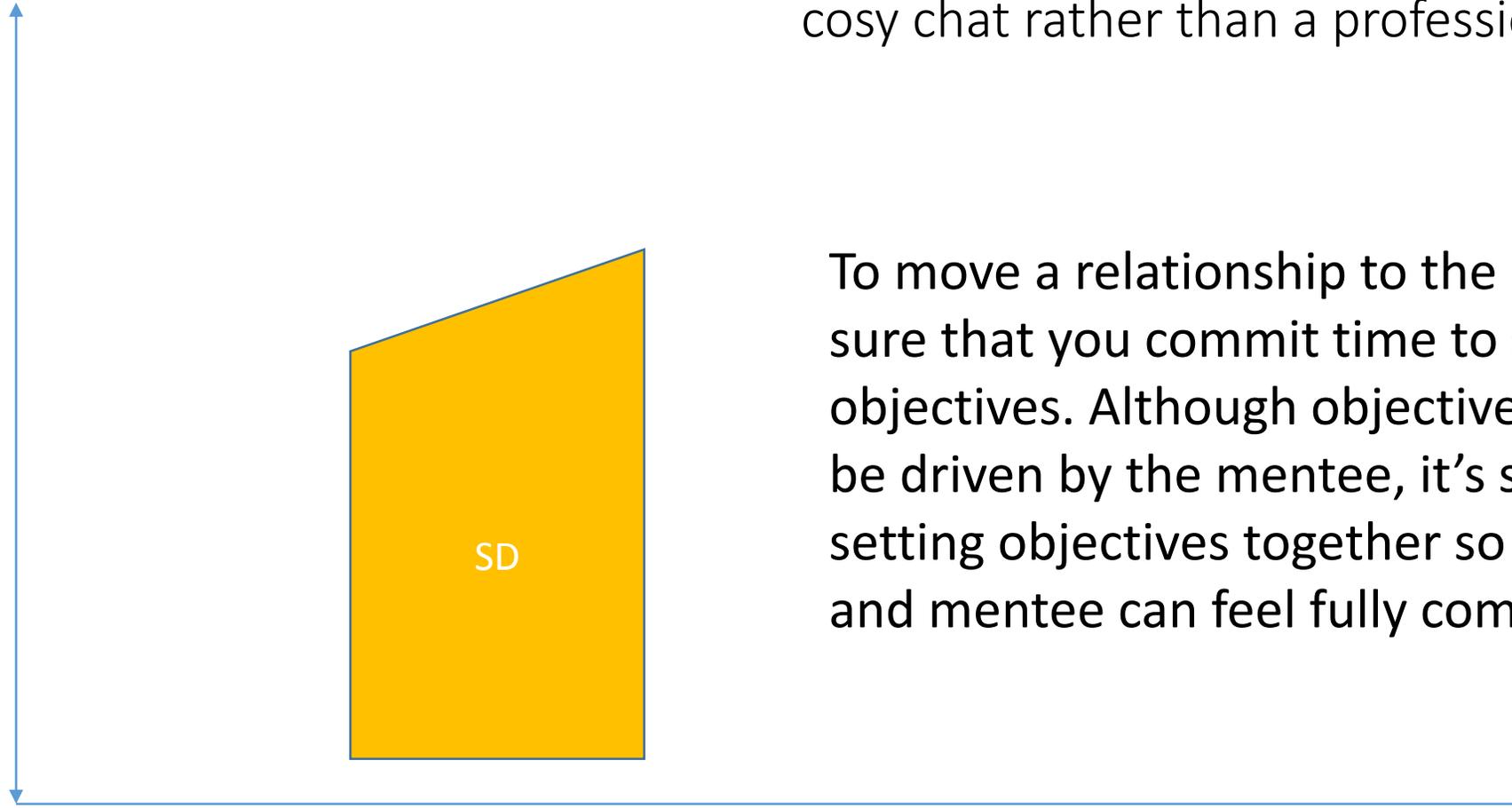
Some mentoring relationships can get stuck in the "building rapport" stage and can become more of a cosy chat rather than a professional relationship.

To move a relationship to the next stage, make sure that you commit time to setting effective objectives. Although objectives should always be driven by the mentee, it's suggested that setting objectives together so that both mentor and mentee can feel fully committed to them.

Value to mentee

SD

Time

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How to set effective objectives

Setting objectives is a 3 stage process where mentees should firstly consider their journey:

 1. Where am I and how did I get here?

2. Where do I want to go?

3. How am I going to get there?

How to set effective objectives

Objectives should always be SMART.

S - specific

M - measurable

A - achievable

R - realistic

T - time-bound

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Examples of good objectives:

- Applying for 5 internships by next meeting in March

specific

time bound

- Attend a careers event, speak to at least three people

Realistic (careers events happen throughout the year)

measurable & achievable

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Making Progress

Value to mentee

At this stage, it's time to put your effective planning into action.

Making Progress

We recommend using an action plan to set objectives, to track progress and to ensure actions are set at each meeting.
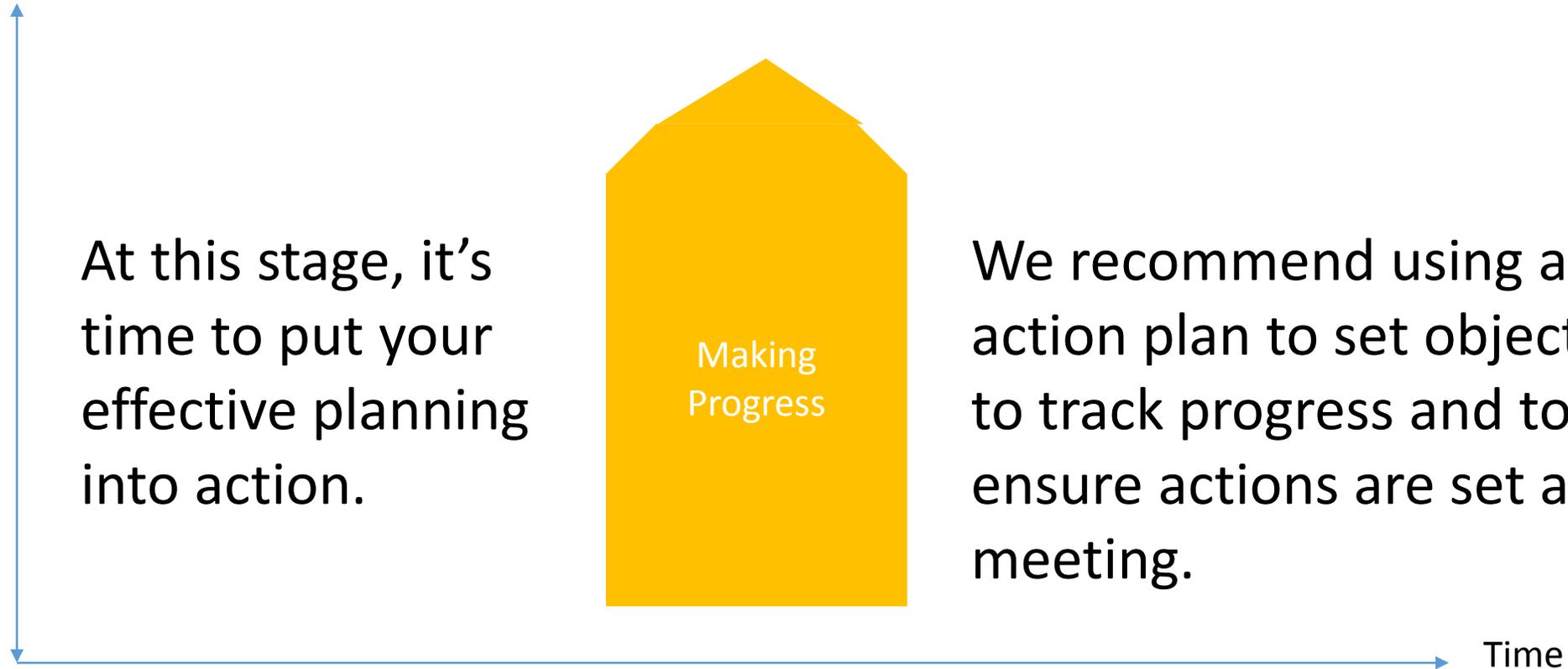
Time

Top tip: we suggest that mentees write a summary of each meeting and send it to their mentor. This will help to focus your meetings for the next time; easily picking up where you left off.

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Winding up & moving on

Value to Mentee

When you have achieved your mentoring objectives you should reflect upon how successful you were in achieving them. At this point you can either go back to the "setting objectives" stage or you can agree to end your mentoring relationship.

Winding Up

Moving on
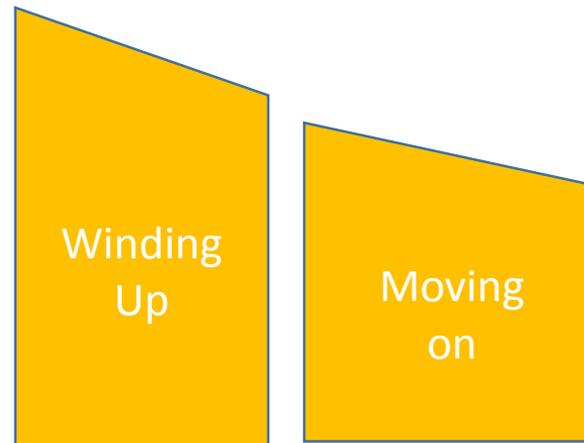
Time

Top tip: while you are reflecting upon the programme, please let us know any feedback you have for us. We hope to provide a fulfilling mentoring offering, which will only improve with your feedback.

Confidentiality

Confidentiality is key for any mentoring relationship.

Please do not disclose any information exchanged in your mentoring relationship with anyone else.

Platform

Personal

Security

Access

Protect

Information

Confidential

Detail

Sensitive

Data

Network

If you ever have any concerns about confidentiality, or something discussed with your mentor or mentee is worrying, please get in touch at: alumni@corpuschristi.com or use the red button

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Next Steps

If you haven't already:

1. Mentors update your profile, mentees search & approach a mentor.

2. Arrange to meet your mentor/mentee

3. Set 3 to 5 objectives to work towards before your next meeting

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Any Questions?

Please email alumni@corpuschristi.com and we will be happy to help