



# THE VALUE OF MENTORSHIP & HOW TO GET STARTED



# AGENDA

- Why Mentorship? Benefits for Mentors & Mentees
- Strategic development of a Mentor Program
- Tactical management of the Program
- Challenges in the development & execution of the Program
- Lessons learned
- Q&A

# WHY MENTORSHIP?

- Having a Mentor is a way to stay on track to achieving your goals, developing your skills, and challenging yourself on a regular basis
- Mentoring is powerful – it can accelerate self-development, career progression, and overall confidence
- Benefits of a mentoring relationship go both ways

Additional Articles & Resources:

[The Benefits of Mentoring | Human Resources \(ucdavis.edu\)](#)

[The Powerful Benefits Of Mentoring | Guider Blog \(guider-ai.com\)](#)

## Benefits as a Mentor:

- Development of leadership competencies
- Opportunity for self reflection
- Personal satisfaction & reward
- Skill development & career progression
  - Network expansion

## Benefits as a Mentee:

- Help with identifying & achieving career goals
- Access to resources not ordinarily available
- New connections throughout the organization
  - Increased confidence
  - Encouragement & empowerment



# **BUILDING A MENTOR PROGRAM FROM THE GROUND UP**

# STEP 1: RESEARCH

- Gauge interest within your organization
  - Surveys
  - Discussions w/ Management - Ensure Buy-in
- Do other established Programs exist within your company?
  - Is there one that may meet your needs?
  - Leverage lessons learned from folks that started these programs
  - Any tools your company has available for use?
- Engage a Core Team?

# STEP 2: IDENTIFY GOALS & DEVELOP STRUCTURE

- **Questions to ask yourself (and others!)**
  - Who will be the target audience?
    - Your specific division/function, expand to other roles/functions, etc.
    - It is more than okay to start small and grow in the future!
  - Program length
    - Start and end dates
  - Goals for the Program
    - What do you want the program to accomplish?
    - How will you measure success?
  - How will Mentors be identified and selected?
    - Based on job level/title, years of experience, or self-nomination?

# STEP 3: GATHER PARTICIPANTS & INFORMATION

- Survey (Microsoft Forms, SurveyMonkey, etc.) is the easiest way to accomplish
- Examples of information to gather (based on the goals/structure you determined for the Program):
  - Current Title/Role/Function
  - #of years with Company ; # of years overall experience
  - Location/Time Zone (if applicable)
  - Why are you interested in this program?
  - *Do you want to be a Mentor or a Mentee?*
  - What frequency would you like to meet?
  - What is your main goal/objective for participating in this Program?
  - Any other advice, feedback, or considerations to be had during matching with your pairing?
  - Commitment acknowledgement

# STEP 4: MATCHING

- Admittedly, the most time-consuming part of the process!
- Tips:
  - Start with the easiest: Mentor vs. Mentee
  - Review all responses prior to starting - any "special" requests or scenarios?
  - Sort and filter responses to identify 'like for like'
  - Be cognizant of Manager relationships
  - Request another set of eyes or an outside opinion



# STEP 5: PROGRAM LAUNCH

- Host kick-off meeting
- Provide tools & resources
  - Folks may be nervous – try to give them templates and tips to get started without a hitch!
- Announce pairings
  - Can email out if you wish
- Reminder on commitment and expectations for the Program
- Begin!

# PROGRAM MANAGEMENT

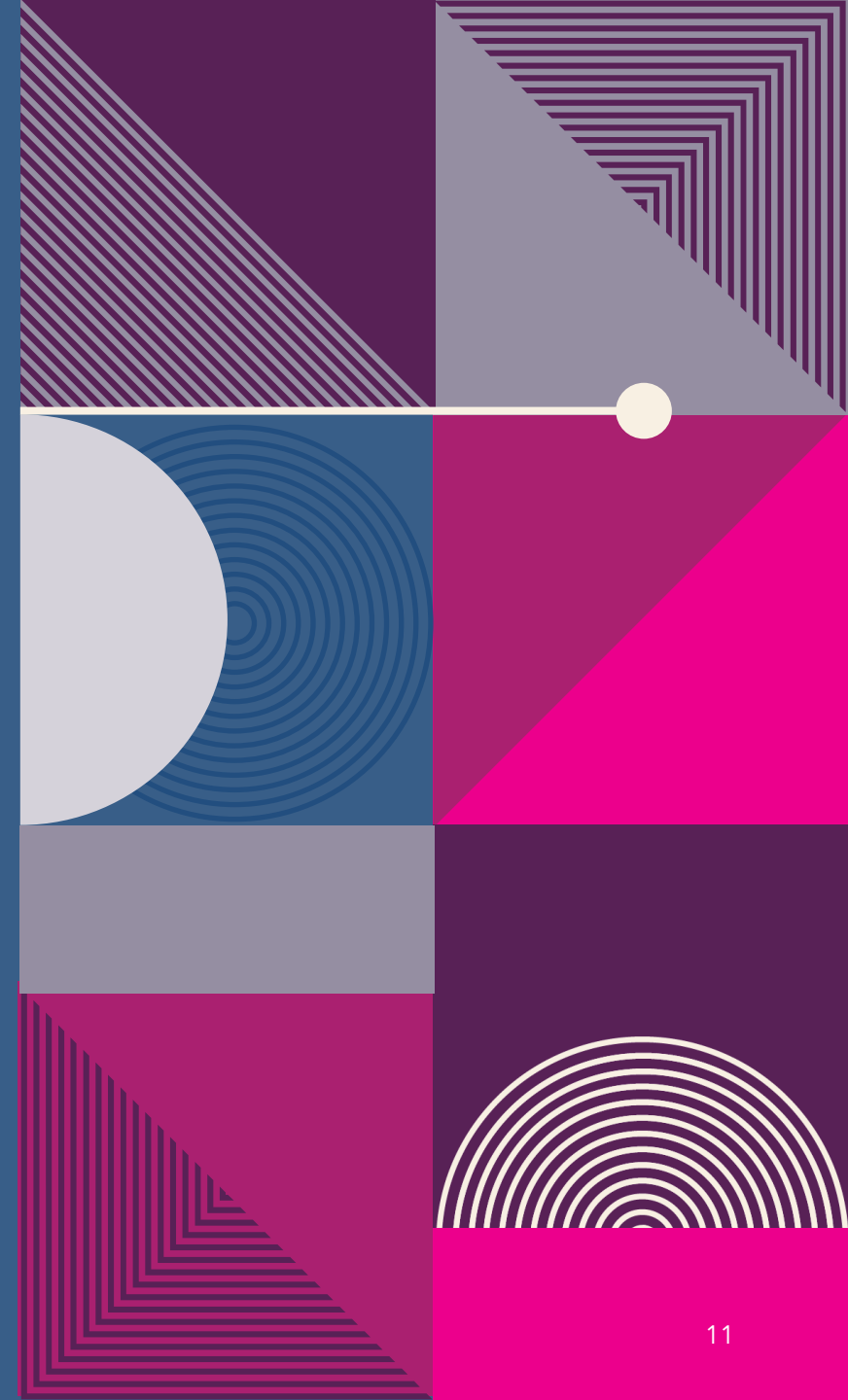
- “Temperature Checks”
  - Provide participants Progress Evaluation forms to utilize individually
  - Program surveys
  - Ad hoc check-in with participants
- Make adjustments if necessary
- Final Survey

## Progress Evaluation - Example:

- Have you made progress towards the goals/objectives set at the beginning of the program?
  - Are planned meeting arrangements working?
- Are meetings effective and beneficial?
  - Are action items being established and completed?
- What do you like about the mentoring relationship?
- How could the relationship be improved?
- Is there anything that is not working well? How can this be addressed?

# CHALLENGES FACED

- Uneven Mentor/Mentee count → Need to solicit additional participants
- Putting the Program in participants' hands → Some relationships never kicked off or fizzled out after a few sessions
- Initial hurdle of gathering participants → Need to "sell" the Program and the benefits

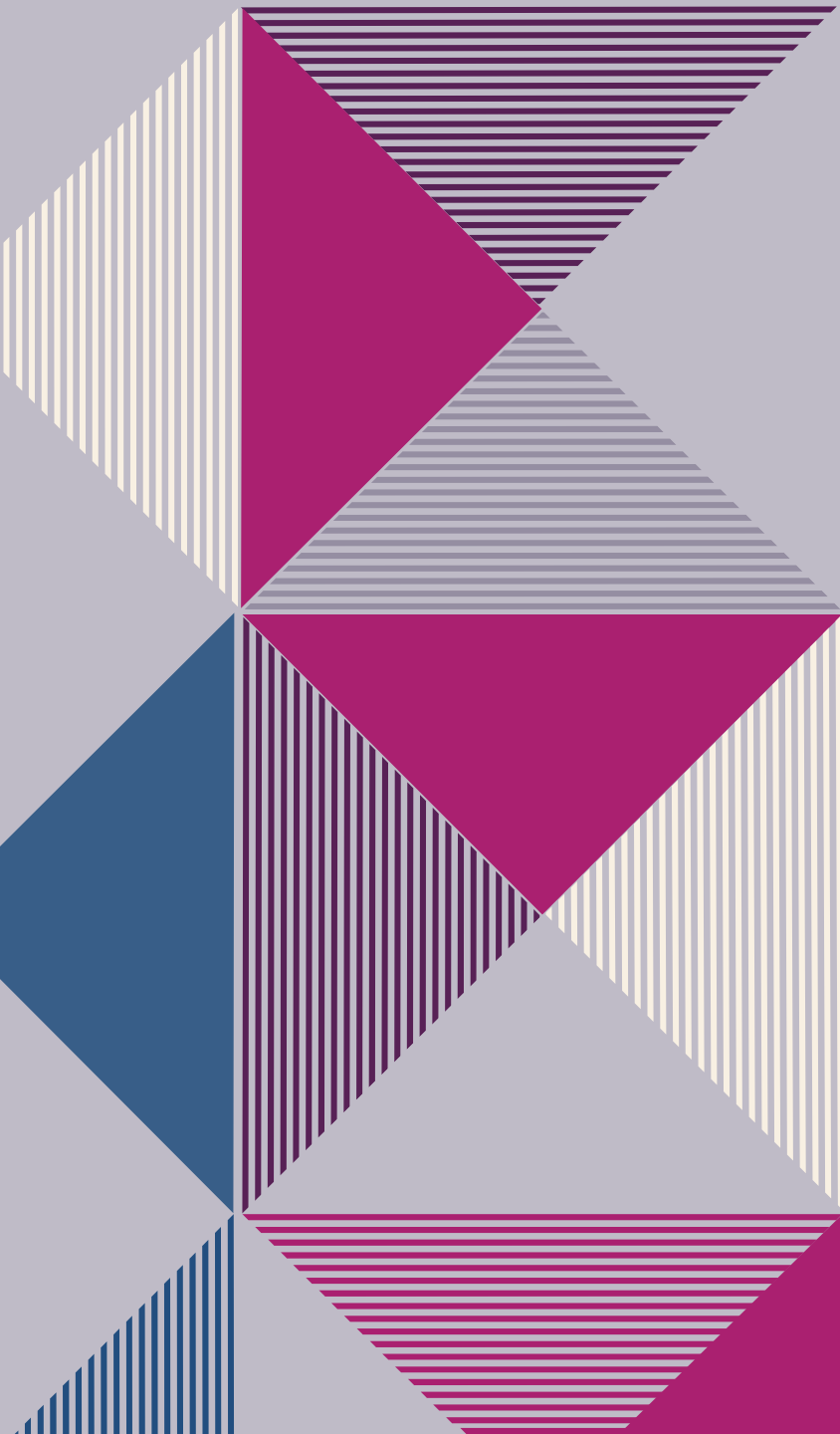


# LESSONS LEARNED

- Mentor identification - go off more than job titles
- Check in with Mentees - ensure the connection has been established
- Provide structure... but not TOO much
- Don't be afraid to start small and grow
- Request help!

The background is a complex composition of geometric shapes and patterns. It features a grid of squares and rectangles in various shades of blue, pink, and purple. Overlaid on these are several patterns: concentric circles, parallel lines, and a grid of small dots. A white horizontal line with a circular end cap extends from the left side of the image towards the center. The word "QUESTIONS?" is written in a large, bold, white, sans-serif font on the right side of the image.

**QUESTIONS?**



**THANK YOU!**