

Tips for Providing Good Mentoring Support

- Help the mentee to identify areas for learning, growth or change
- Establish a set of specific, measurable and achievable goals to address identified areas for mentoring
- Help the mentee identify barriers and limiting beliefs and assist mentee to identify strategies to address these
- Engage the mentee in an exploration of alternative solutions and ideas
- Challenge assumptions and perspectives to provoke new ideas and possibilities for action
- Assist the mentee to identify opportunities and strategies that will lead to the achievement of the desired goal
- Monitor mentee progress and make adjustments to mentoring plan as required
- Acknowledge mentee's progress and praise mentee's success
- Provide mentee with constructive feedback as required
- Prepare for the scheduled mentoring sessions and review information obtained during the last session with the mentee
- Keep mentoring session on track by focusing on mentoring plan, strategies and achievement of agreed goals
- Be flexible to shift mentoring directions if required – often, what is initially identified by the mentee as a goal changes during the course of the program
- Positively confront mentee when strategies/agreed tasks are not followed through
- Keep written notes of the mentoring plan and mentee program
- Seek feedback from the mentee on the effectiveness of the mentoring partnership
- Refer the mentee to another person or terminate the relationship if the mentee's needs are beyond the mentor's expertise