
GETTING THE MOST OUT OF MENTORING: WHAT SHOULD/COULD I BE DOING?

JULY 2014



NSF MENTORING PROGRAM

PURPOSE

- To provide tips on how mentors and mentees might engage in effective mentoring relationships.

Target audience: first-time mentors and mentees

- Discussion will include tips on:
 - mentoring meetings,
 - mentoring discussions, and
 - mentoring activities.



MYSTERY BEHIND SUCCESSFUL MENTORING RELATIONSHIPS

You have to MEET!!



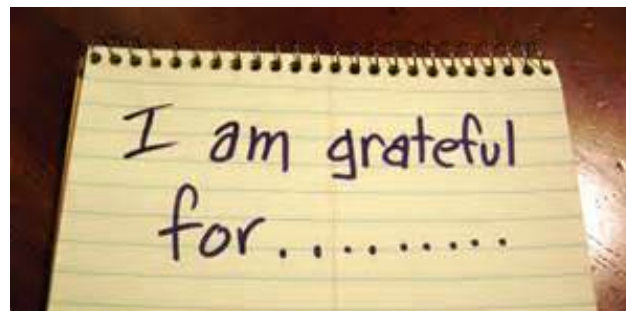
Talk about stuff

DO stuff

**YOU DON'T HAVE
TO DO IT RIGHT.
YOU JUST HAVE TO
DO SOMETHING.**



Plan next steps



and...

Be thankful and express gratitude

MENTORING MEETINGS

Top 5 tips to have effective mentoring meetings

- Commit to meeting (regardless of format, frequency, and/or length)
- Be fully present and prepared for your meetings
- Structured meetings are more effective than unstructured ones – in the long run
- Use your meeting time to build trust, set goals and plan, learn/share insights, and engage in shared activities (e.g., attend relevant meetings, briefings, training sessions together; build networks)
- Engage other pairs; meet with another mentor/mentee pair having similar discussions, with similar goals, with similar challenges



MENTORING DISCUSSIONS

Top 5 ways to use your discussions to propel you forward

- Spend time learning about each other
- Articulate your objectives, priorities, and action plan
- Identify a purpose for your discussion and check the alignment to your objectives, priorities, and/or action plan
- Be open, honest, and positive
- Express feedback and gratitude



Discussions

MENTORING ACTIVITIES



You absolutely have to do something as a part of your mentoring relationship

- There are a host of things you can do to make your mentoring relationship successful.
- The most important thing that you can do is – Identify your goals/purpose of engaging in a mentoring relationship and work towards accomplishing that purpose or those goals
 - Your goals may change along the way, but your actions should generally move you closer towards accomplishing your goals.

MENTORING ACTIVITIES - EXAMPLES

Execute your action plan

Discuss mentee's personal vision

Role-play "what if" scenarios and develop potential solutions

Discuss mentee's strengths, growth areas, and plans to enhance those areas

Discuss job search, résumé, and interviewing skills

Visualize mentee's perfect career and discuss discoveries and next steps

Take on stretch assignments

Discuss challenges, barriers, or stress points; develop potential solutions or plans to minimize them

Identify objectives to achieve and work on them

Have lunch with new contacts

Find opportunities for job shadowing, details, and/or volunteering

Discuss mentee's career path and discuss next steps, knowledge/skills needed, and potential challenges or barriers

Read a book or article, participate in training, or attend a meeting together; debrief lessons learned and application

Share background, career stories, and experiences

Celebrate milestones and accomplishments

MENTORING DISCUSSIONS ... AGAIN



- Debrief and regroup after every activity
- Use lessons learned to reassess priorities and realign action plan (as necessary)
- Plan next steps (e.g., agenda for next few meetings)



QUESTIONS?

