

MENTEE TRAINING

Office of Information and Resource Management (OIRM)
Division of Human Resource Management (HRM)



Course Objectives

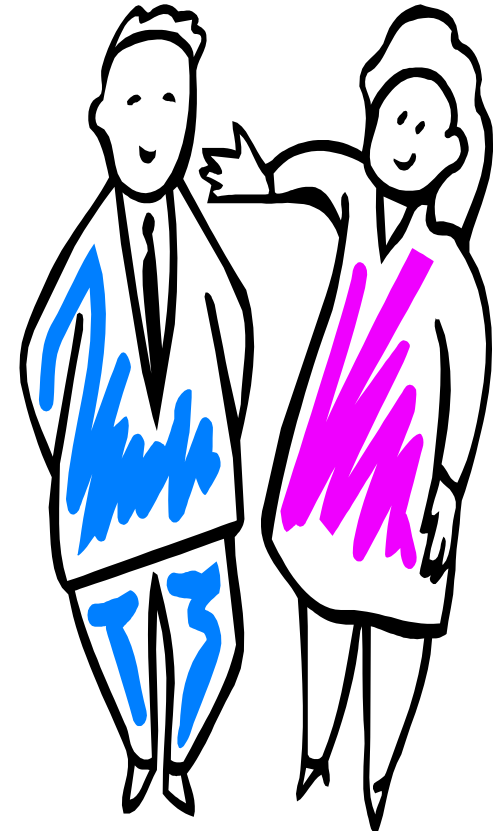
By the end of this session, you should understand the following:

- The definition of mentoring
- The 5-stages of mentoring
- Mentee roles and responsibilities
- Benefits of mentoring
- How to apply to NSF's formal program
- Matching process



Introductions

- Name and position
- Why you're seeking mentorship
- Have you been mentored in the past (formally or informally)?



What is mentoring?

The *process* in which successful individuals go out of their way to help others establish goals and develop skills to reach them.

- Linda Phillips-Jones, Ph.D.

The New Mentors and Protégés

Types of Mentoring

- Informal relationships
 - Develop organically
 - Based on perceived competence (mentors looking for high potentials, mentees looking for expertise) and mutual attraction
 - Mentors looking to contribute to future generations; mentee typically looking for a role model
- Formal relationships:
 - Come together through assignment through a program
 - Based on strategic pairing rather than perceptions of competence or attraction
 - Same goals: Mentors looking to contribute to future generations; mentee typically looking for a role model

Types of Mentoring

- Traditional relationships
 - One-on-one relationship
 - Mentor is at a higher grade/level than mentee
- Peer group relationships:
 - Group mentorship relationship
 - Multiple peers serve as both mentor and mentee to one another

NSF Mentoring Program Objectives

- Connecting People
- Helping Newcomers
- Building Knowledge
- Enhancing Learning
- Fostering Leaders



Five-Stage Mentoring Process



What's my role in this process?

- Be motivated and committed to learn
- Maintain a positive attitude
- Be proactive about your professional development
- Be receptive to feedback and open to new perspectives

Mentee Expectations

Mentees should:

- Meet expectations agreed upon in their mentorship agreement
- Meet with mentors at least 2 hours per month
- Collaborate with the mentor to identify competency strengths and weaknesses
- Keep his/her supervisor apprised of participation and progress
- Establish an IDP
- Attend a "Relationship Kickoff Workshop" with your mentor
- Attend at least 2 mentorship program networking/training events
- Attend a program closeout session in January 2013
- Participate in program evaluation activities

What's in it for me?

- Encouragement and support in accomplishing professional goals
- Increased self-esteem and confidence
- Experience in networking
- Exposure to diverse perspectives and experiences
- Identification of competency gaps
- Greater knowledge of career success factors
- Enhanced communication



Should I apply?

If you're looking for a mentor...

If you want to learn more about mentorship...

If you've been disappointed by past experiences...

YES!!

Application Process

- Complete online and classroom program training requirements[†]
- Complete an application form
- Email academy@nsf.gov to confirm your interest
- ***Save the Date*** for the Relationship Kickoff Workshop
 - February 28, 9am to 12:30pm, Room 375
 - March 1, 9am to 12:30pm, Stafford II, Room 555

[†]Supervisors who completed the Academy's "Mentoring & Coaching" Workshop are exempt from these two training requirements.

Matching Process

Relationship matching will be based on the following factors (in order of decreasing criticality):

- The mentor cannot be in the mentee's chain of command
- The mentor must possess skill strength(s) in at least one area that the mentee perceives as a skill development need
- The mentee's professional goals must be related to the mentor's past accomplishments, occupations, and/or career history
- Similarity among mentor and mentee concepts of mentorship
- Similarities between mentor and mentee interests and hobbies
- Differences between mentor and mentee problem-solving approaches and learning styles
- Similarities between mentor and mentee communication

Mentoring Program Q&A



*Twenty years from now, you will be more
disappointed in the things that you didn't do
than by the one you did do.*

- Mark Twain

Thank you!

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