



## 2.1 Keys to a Successful Mentoring Relationship — Overview

### Purpose

Section 2 is unlike other sections in this toolkit because it is written for the mentors and is not to be used with the mentees. The goal of this section is to prepare the mentors for their journey with the mentees.

### Perspective

Mentors model through awareness; encourage through supporting their mentee; nurture ideas and relationships and teach organization reality through candid and frank conversation. Many mentors are nervous about the mentoring process and may not understand what it involves. Communication is central for the growth of the mentor/mentee relationship and sets the tone for the entire experience. Mentoring is an art with few right or wrong answers because it revolves around the mentee's current needs and goals. The relationship should not be task oriented or tedious. Rather it should be an evolving and safe relationship in which the mentee can grow.

### Preparation

Before meeting with your mentee, read this short section. Think about your communication style and skills and what makes you comfortable. You may want to discuss your communication style with a close friend or the mentor coordinator.

### Tools

- Characteristics of Successful Mentoring Relationships
- Lucien's Principles: Things Every Mentee Should Know\* ★
- DOs and DON'Ts of a Successful Mentoring Relationship
- Overcoming Pitfalls
- Mentor Communication Tips
- Tips on Promoting Appropriate Attitudes
- The Art of Mentoring or "Mentoring on the Fly"

### Pointers

- ▶ It may be helpful to occasionally ask the mentee how he or she is feeling about communication between the two of you.
- ▶ You may want to re-read "The Art of Mentoring" handout if you are feeling "out-of-control" or identify a lack of direction with your mentee. At times like this, it is usually safe to review your mentee's goals and/or use some of the discussion questions that are included with each section.

\* Before your first meeting, you may want to give your mentee the handout on "Lucien's Principles: Things Every Mentee Should Know" so the mentee comes to the meeting with background information. This could be part of your discussion with the mentee during your initial interaction.

★ *designates handouts and tools intended for the mentee*

(Rev 7-10)

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