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

- **Initiation**: Relationships Established
- **Cultivation**: Relationship Development
- **Facilitation**: Individual/Skill Development
- **Reflection**: Lessons Learned
- **Redefinition**: Next Steps
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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