

**Mentoring**



AnthemEAP

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**Objectives**

- Define Mentoring
- Explain the difference between mentoring and coaching or sponsorship
- Review different types of mentors
- Traits of a good mentor
- How to find the right mentor
- Best guidelines for successful mentoring
- How to start a mentoring relationship
- How to start a mentoring program in your workplace
- Discuss the benefits of mentoring
- How to get the most out of a having a mentor

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**Definition of Mentoring**

Mentoring is "A mutual relationship with an intentional agenda designed to convey specific content along with life wisdom from one individual to another. Mentoring does not happen by accident, nor do its benefits come quickly. It is relationally based, but it is more than a good friendship...mentoring is not two people who just spend time together sharing".

- Thomas Addington and Stephen Graves

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### Mentoring vs. Coaching

<p><b>Mentoring</b></p> <ul style="list-style-type: none"> <li>◦ Long term (year or two+)</li> <li>◦ Not paid</li> <li>◦ Development driven</li> <li>◦ Two-way mutually beneficial</li> <li>◦ More informal</li> <li>◦ Agenda created by mentee</li> </ul>	<p><b>Coaching</b></p> <ul style="list-style-type: none"> <li>◦ Short term (6 months to a year)</li> <li>◦ Paid</li> <li>◦ Performance driven</li> <li>◦ One way</li> <li>◦ Regularly scheduled meetings</li> <li>◦ Agenda is co-created with coach</li> </ul>
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### Mentoring vs. Sponsorship

<p><b>Sponsorship:</b></p> <ul style="list-style-type: none"> <li>◦ Acts as a spotlight to highlight employees for opportunities</li> <li>◦ Normally internal</li> <li>◦ Promotion is the purpose</li> <li>◦ Use their own platform to increase exposure for</li> </ul>	<p><b>Combining Mentoring with Sponsorship:</b></p> <ul style="list-style-type: none"> <li>◦ Someone who can provide career advice while advocating for your advancement</li> </ul>
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### Types of Mentors

Make sure they have the right expertise/experience for you

- Traditional Mentor
- Reverse Mentor
- Peer Mentor
- Aspirational Mentor
- Practical Mentor
- Coping Mentor
- Identity Mentor



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**Best Characteristics of a Mentor**

- Good listener/sounding board
- Flexible
- Value diversity of perspectives
- Knowledgeable
- Nonjudgmental
- Able to give constructive feedback
- Honest and candid
- Able to network and find resources
- Successful in career
- Willing/able to devote time to developing others
- Eager to learn

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**How to Find the Right Mentor**

- Know your short-term and long-term goals
- Do research
- Make sure they have the right expertise/experience for you
- Think about your current network
- Join new networking organizations
- Don't talk yourself out of trying to find one
- Be aware of your personality and communication style
- Have several candidates before committing to a single mentor

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**How to Ask Someone to Be Your Mentor**

- Doesn't need to be a formal request
- If someone you don't already know – it may take multiple meetings to know them first before asking for mentorship
- Might be better to make more official request if you are already well acquainted with your potential mentor
- Be clear about how this will be a different relationship than the one you already have established
- Explain what you are looking for in a mentor
- Understand that someone you ask to be your mentor may say no
- Acknowledge and respect the individual's time

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### Guidelines for a Successful Mentoring Relationship



- Confidentiality always
- Goal oriented conversations
- Each person shares in conversations
- Show interest
- Be non-judgmental & open-minded
- Be realistic

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### Best Communication Practices



- Honest & authentic
- Establish preferred method of communication of your mentor: face-to-face, video chat, phone calls, or email
- Take notes
- Be proactive in tracking and communicating progress

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### Creating a Mentoring Program in the Workplace

- Define the goals of the program
- Create an outline of the mentoring process
- Select participants
- Match mentors and mentees
- Provide mentorship training

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**Benefits of a Mentoring Program in the Workplace**

- Increased knowledge transfer
- Job satisfaction
- Smart succession planning
- Development of leadership skills
- Motivation for professional development and accountability
- Achievement of goals and objectives
- Stronger internal networks
- Increased teamwork

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**Peer Mentoring**



- Help employees feel more comfortable
- Navigate new workplace culture for new employees
- Strengthens team relationships
- Prevents problems before they occur
- Encourages employees to perform their best

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**Peer Mentoring**

- Peer mentoring relaxes lines between mentor and mentee for a more even playing field
  - Each person involved can be both teacher and student
- How to approach a peer:
  - Doesn't need to be a formal request
  - Be clear about how this will be a different relationship than the one you already have established
- Who to approach:
  - Be aware of your personality and communication style
  - Can be in a different department or your own
    - Different departments can help you learn about lateral moves to advance career and help you have a greater understanding of how the company operates in new ways

#1 reason people "don't leave sooner" is establishing relationships within the company

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### Benefits of Being a Mentor

- Improve communication and personal skills
- Develop leadership and management qualities
- Reinforce your own knowledge of your subject(s)
- Encourages renewed ideas and perspectives
- Increase your confidence and motivation
- Engage in a volunteering opportunity
- Enhance your Resume
- Extends network
- Benefit from a sense of fulfillment and personal growth

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### Benefits of Being a Mentee

- Gain practical advice, encouragement and support
- Builds self-confidence and lowers anxiety
- Professional development opportunities
- Develop strategies for dealing with both personal and professional issues
- Having a confidential sounding board for ideas and challenges
- Greater awareness of other approaches to work and new ways of thinking
- Network growth

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### Get the Most Out of Your Mentor

- Be curious – break free from your comfort zone
- Be honest
- Respect goes both ways
- Have clear and distinct goals
- Give as much as you get



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**Famous Mentor Relationships**

- Steve Jobs mentored Facebook co-founder and CEO Mark Zuckerberg
- Oprah Winfrey had a great mentoring relationship with the author Maya Angelou
- Warren Buffett's iconic mentor was Benjamin Graham, known as the father of value investing who wrote "The Intelligent Investor"
- Dr. Benjamin E. Mays was Dr. Martin Luther King's spiritual mentor
- Michelle Robinson (now Obama) was Barack Obama's designated mentor at Sidley Austin law firm when they both worked there

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**THANK YOU FOR PARTICIPATING!**

**Mentoring**

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