



MENTORING PROGRAMME

WELCOME

- The context of mentoring within Ex-Military Foundation
- Roles & building relationships in mentoring
- Ways of working with your mentee
- Building successful relationships
- Goal setting
- Phases in mentoring relationships
- Different communications styles & when they may be used
- The challenges within mentoring
- What support is available
- The next steps

WHAT IS MENTORING?

“I’ve learned that people will forget what you said, people will forget what you did, but people will never forget how you made them feel.”

- *Maya Angelou*

WHY MENTORING?

We're committed to making sure we provide those leaving the military with the support structure they deserve.

Mentoring allows the transfer of knowledge from one 'generation' to another and the best ones build a sustainable professional relationship and network in to the future.

SUPPORT IN THE WORKPLACE

| Mentors help Mentees set career goals and start taking steps to realise them.

| Mentors introduce mentees to people, professional resources, and organisations they may not know.

| Mentors can help their mentees learn how to seek and keep jobs.

FORMS OF MENTORING

STRUCTURED

- Tied to business & personal objectives
- Goals established
- Results measured
- Matching based on compatibility
- Support for mentoring provided
- Time bound

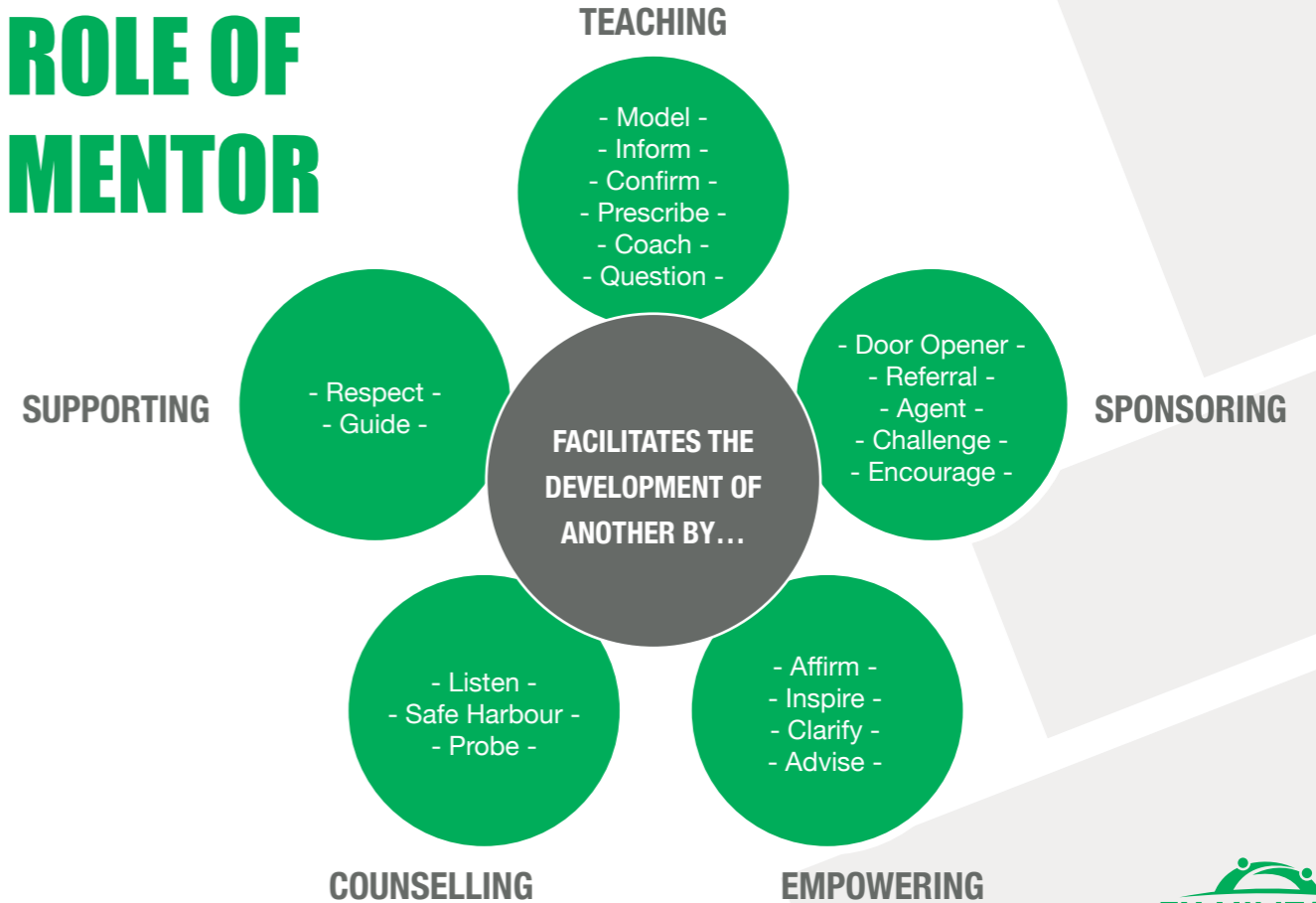
UNSTRUCTURED

- Not directly linked to business objectives
- Goals are unspecified
- Results not measured
- Matching based on chemistry
- No support for mentoring programme
- Not Time bound

ROLES IN MENTORING



ROLE OF MENTOR

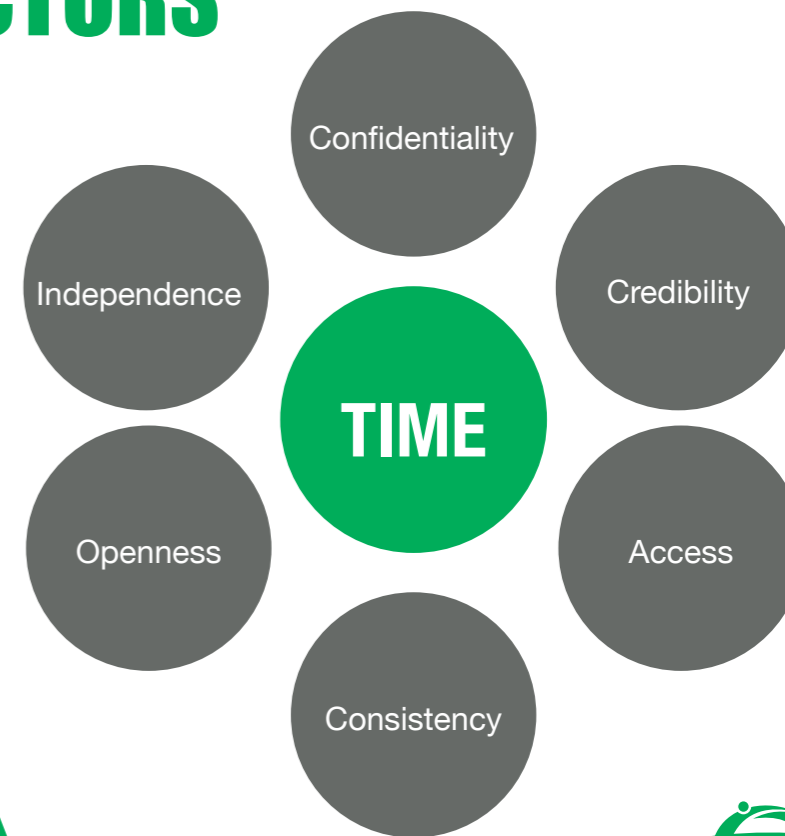


BUILDING A SUCCESSFUL MENTORING RELATIONSHIP

2 KEY FACTORS

- Mutual commitment, trust and respect
- Appropriate quality of mentoring and investment of time

SUCCESS FACTORS



PRACTICAL TIPS

- Agree together your expectations and document these in a mentoring agreement
 - Frequency & format of meetings
 - Desired outcomes
 - What you will and will not do
- Create a Positive Environment
 - Ask questions
 - Be open and honest with each other
 - Agree how or if a mentee's manager needs to be informed of anything
- Explore mentee's goals and/or any associated issues together
- Use past experience to learn – yours and theirs
- Make sure you understand the goal/issue

WAYS OF WORKING

- One to ones
- Observation
- Role play
- Role modelling
- Empty chair

GOAL SETTING

GOALS SHOULD ALWAYS BE...

Specific

Measurable

Achievable

Realistic

Time based

PHASES IN MENTORING

STAGE 1

Creating the Relationship

Clarify roles & expectations
Purpose of relationship

STAGE 2

Building the Relationship

Know what working on
Risks & strategies considered
Actions established

STAGE 3

Achieving Mastery
and Confidence

Goals are being achieved, happy with strategies
You are gaining confidence
Review the relationship or goal

STAGE 4

Moving On

Both agree objectives met. Find no specific issues to discuss
Less of a need to meet up and both agree to move
on/change to more informal relationship

COMMUNICATION STYLES

STAGE 1

Creating the Relationship

Directive

STAGE 2

Building the Relationship

Directive & Co Directed

STAGE 3

Achieving Mastery
and Confidence

Consulting & Self Directed

STAGE 4

Moving On

Consulting & Self Directed

CHALLENGES

- Keeping appointments
- Meeting too frequently
- Unrealistic expectations
- Overdependence
- Manipulation
- Resentment from others
- Ineffective mentoring pairs

WWW.EX-MILITARYCAREERS.COM
INFO@EX-MILITARYCAREERS.COM
+44 (0) 2038286064

