How To Be A Great Mentee
“A general piece of advice for mentees is that you only get out what you put in. You need to understand the purpose of mentoring to you and what you want to get out of it. Only then will you understand what questions to ask and what expectations you have from your mentor.”

Adam Hersey MIH (Mentee with Mentor-Me)

“What mentoring means to me”
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Before agreeing to have a Mentor ask yourself:

Am I prepared to commit to regular 1 hour monthly meetings with your Mentor for 6 months? Be honest with yourself can and will I be able to commit to the time?

Am I prepared to carry-out the necessary reading and research on the suggested topics to discuss during our Monthly meetings?

Do I have a clear vision on what I want to achieve from the Mentor-Me relationship and my Mentor
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**Be clear on what you need.**
- Tell your mentor exactly what you’re hoping to get out of the relationship. Think of a specific goal you have in mind that you need help to accomplish. Set goals and come prepared to each meeting with an overview or an outline of what you want to accomplish during your session. Setting goals helps you progress quicker and stay on track. When both you and your mentor are clear on the target outcome, you can both work together to reach it and share that sense of accomplishment.

**Respect your mentor.**
- Respect is a two way street, it should be both given and earned. This means showing up to meetings prepared and on time, and understanding when things come up. They are donating their time to help you, so it’s important that you don’t take advantage of them. If they’ve offered to make themselves available by phone or email, don’t overdo it and contact them multiple times a day. Establish some ground rules around contact so that you know how much time they’re willing to give you.

**Be committed.**
- A mentor-mentee relationship can be a very long term commitment. Go into in with a long haul mentality and commit to putting in the work. The more work you put into the relationship, the more you’ll get out of it.
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Take action.
• Your mentor isn’t there to do the work for you, they are there to help you do your work better.
• Put the new skills you’ve worked on with them to use in your everyday work.
• If they’ve given you something to work on, make sure you do that in time for your next session.
• If they’ve opened doors for you, make sure you walk through them!

Ask thought provoking questions that lead to discussions.
• Curiosity will serve you well as a mentee.
• Be hungry to learn, improve, and grow. In a way, this relationship is almost entirely focused on you, so take advantage of it
• Have a hearty debate over an issue you feel passionate about such as one of the Mentor Me topics
• Ask questions that only your mentor can answer about their careers and experiences at work.
• Being a great mentee means being dedicated to learning and practicing new skills.
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Don’t be afraid to disagree.

• You shouldn’t feel like you have to take every single piece of advice your mentor gives you without question.
• If you disagree with something they’ve said, tell them. It will lead to a discussion with much more value than if you simply nodded your head in agreement.

Be open to feedback.

• Your mentor is there to help you. They’d be doing you a disservice if they didn’t provide honest, sometimes critical feedback. They aren’t doing this to hurt you.
• You have to be open to being coached and stay receptive to the things your mentor tells you.
• Closing your mind off will hinder any progress you could be making.
What is Expected of a Mentee?

Drive the relationship.

• You need to be the person to reach out and make contact with your mentor, respond to all communications in a timely manner, and take the initiative to set up consistent meetings.

• One tip is to always end each meeting “when should we meet next?” so that you can get a date on the calendar after comparing both of your schedules.

• Work and life will get in the way that’s a fact of life – so you need to be committed to make it work
It is not too late to...

Start again

If you have not had a strong engagement phase with your Mentor – Why not Start Again!

• Re-frame the Mentoring relationship by:
  • Deciding what to discuss at the meetings. You can follow the suggested IOH topics or select your own topics and let this form part of your next agenda
  • Agree what you want to achieve from the meetings and how often you will meet
  • Keep appointments and only cancel if you have no option, suggesting an alternative date and time. DON’T wait for your Mentor to chase you – remember you drive the relationship.
  • Agree the preferred way to communicate, email, texting, WhatsApp, could make a world of difference in terms of reaching each other effectively and efficiently. Confirming your attendance at the meeting 24 hours before meeting takes place.
  • At the end of the meeting, arrange next date and time for the meeting.
  • A great mentoring relationship is worth it!

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