

MENTOR/MENTEE EXPECTATIONS

SUCCESSFUL MENTOR

There is a dynamic relationship that is created between mentors and mentees. As a mentor, you are a trusted, experienced advisor, and teacher that provides personal and professional advice, guidance, knowledge, inspiration to another individual. The purpose of the VES mentor-mentee relationship is to enhance both parties personally and professionally as they share common goals.

As a mentor, you are committed to helping a mentee achieve their career goals by sharing your expertise and wisdom to help guide their learning. A successful mentor/mentee relationship can be achieved in the following manner:

- A successful mentor will be available and present for the full duration of the program. Reschedules will be up to the discretion of the mentor/mentee pair to follow through. Mentor displays excellent listening skills and be dedicated to the mentoring process
- Actively engages the Mentee and helps them determine their area of strengths, weaknesses, passions by setting and achieving realistic and attainable goals.
- Understands, values and considers the mentee's personal and career interests and helps mentee develop specific professional targets while keeping a long term plan for their future.
- Is professional, ethical and respected by Mentee and by others and understands his/her own limitations.
- Mentor and mentee must be able to trust that each other will not disclose their discussions of confidential information with others outside of this program.
- Withholds judgement and doesn't abuse their authority and is not overbearing.
- Welcomes and introduces the mentees to the VES Community
- Excellent interpersonal and communication skills are imperative to providing constructive criticism and guidance without being controlling or critical.

SUCCESSFUL MENTEE

A Mentee/Mentor relationship is based on enhancing the Mentee's professional goals. A mentee interacts with and provides feedback of mentors. Therefore a mentee must set clear goals and objectives for the relationship. A successful Mentee/Mentor relationship can be achieved in the following manner:

- A successful mentee should be responsive, set timetables for certain common objectives.
- Prioritize specific goals and report on the success or difficulties encountered when performing each task and follow up on advice.
- Communication is key as a mentee must clearly specify their needs and questions to the mentor in order to obtain adequate support and guidance.
- Mentor and mentee must be able to trust that each other will not disclose their discussions of confidential information with others outside of this program.
- A mentee should also be both respectful and responsive to the mentor's advice and actively engage in the mentor relationship.
- Continues progressing and is willing to ask questions.
- Understands their own limitations.