

## **EIANZ WA Division Mentoring Program**

### **Frequently Asked Questions (FAQs)**

#### **What's in it for me?**

Mentoring is a valuable experience for both mentors and mentees in supporting and progressing their career and leadership aspirations. The mentoring program seeks to provide a forum for experienced environmental, social, sustainability and heritage practitioners to explore and develop opportunities in their professional development in areas such as skills development, career growth, networking and exploring new ideas and areas of interest.

#### **What am I committing to?**

Both the mentor and mentee are agreeing to participate in the full period of the program which includes:

- A speed dating style mentor-mentee matching event
- An opening, mid and/ or end-program event
- Regular meetings/ contact with their mentee or mentor as agreed
- Other evaluation or feedback sessions facilitated by the EIANZ mentoring coordinators.

More frequent contact, especially via phone or email may also be negotiated.

#### **Who can participate?**

The following eligibility criteria is proposed to ensure that the purpose and objectives of the mentoring program are more likely to be met:

- Mentors should have a minimum of 8 years of working experience in a variety of environmental, social, sustainability and heritage roles, in private and/or public practice. Mentors will have excellent communication skills, particularly listening, a desire to contribute to the future of the planning profession and the time to commit to several 1 hour meetings for the duration of the program.
- Mentees should have at least 2 years of working experience in private and/or public practice.

#### **Can I participate as a mentor and a mentee in the program?**

Participants can be both a mentor and mentee if they can meet the time commitment requirement. To maximise your learning experience (and that of your mentor/ mentee) and availability however, it is not recommended to express interest in being both a mentor and mentee in the same program.

### **How much does it cost?**

Non-EIANZ member mentees are charged a fee of \$75 to participate in the program. EIANZ member mentees incur no charge to participate in the program. Fees are required to cover administrative support required to run the program. There will be no cost to the Mentors.

### **How will matching occur?**

The matching process will be modelled on the “Speed dating” concept to allow people to efficiently try out interpersonal relationships. As mentoring is very much about how mentor and mentee interact with each other, this method of matching is likely to increase the success of pairings.

During the matching event, each mentee spends five minutes talking with each mentor in rotation. At the end of the event, mentors and mentees put in their request for their top five matches. Every effort will be made to match mentors and mentees according to their preferences. Where this is not possible, matching will be based on the skills, experience and coaching areas offered by the mentors, and areas where the mentees are wishing to develop.

A mentee can express a desire for particular attributes in a mentor for example, gender or experience, which can assist in the matching process.

### **Why do I have to fill in so much information in the Mentor/Mentee pairing surveys?**

The Mentor/Mentee pairing surveys are a critical component for the matching process to determine suitability between a mentor and mentee. It is used to create profiles for mentors and mentees to assist the speed dating matching event and matching process.

### **When will I find out if I have been accepted into the program?**

Every effort will be made to recruit all prospective participants who express an interest however, placement on the program cannot be guaranteed. All participants will be contacted within 4 weeks from the close of registration.

### **What would happen if my application was not accepted and I was not assigned a mentor or mentee?**

If you are not successfully paired with a mentor/mentee, non-EIANZ members who paid a registration fee will receive a full refund.

### **Does my employment status matter?**

A mentor's employment status is only a consideration if a mentee specifically requests for an actively working mentor. The Division acknowledges that a career contains many twists and turns, including sector changes and career breaks. To the best of our ability, we will attempt to match mentors and mentees according to their preferences.

### **How long does the program run for?**

The mentoring program will be conducted between April and December in 2024. Key dates for the online delivery of the program are outlined in the following table:

<b>Event</b>	<b>Date</b>
Expressions of interest close	16 February 2024
Online speed matching	13 March 2024
Goal setting and mentoring agreement	10 April 2024
Mid program networking and check in	14 August 2024
End program networking and check in	4 December 2024

Please ensure that you are available for these dates and have access to the Zoom video conferencing application. Other networking events may be scheduled during the course of the program.

### **What if my priorities change through the program and my goals are no-longer relevant?**

A review of the goals identified at the commencement of the program should be part of the ongoing discussion between the mentor and mentee. At any time the mentee may amend or identify new goals, which the mentor can assist the mentee to work towards.

### **What if I'm not happy with the mentor/ mentee I have been matched with?**

Participants are encouraged to partake in the opening workshop and commit to meeting with their mentor/mentee to establish a relationship. As matching is based on skills and experience, both mentees and mentors should be open to learn from whomever they are matched with.

### **What if the relationship doesn't seem to be working? Can I get a new partner?**

As in any relationship, unanticipated challenges sometimes arise. It's important to identify early on, talk about and try to resolve any difficulties as they arise with open, honest and respectful communication. Both mentees and mentors should maintain regular contact with the mentoring program coordinator with any difficulties they are

experiencing.

There will be no re-matching to seek an alternative mentor/mentee should you choose to end the relationship early. There is no obligation from either party to continue the relationship.

### **What is involved at the end of the program?**

Mentees will be encouraged to reflect on their goals that were identified at the commencement of the program, what they learnt from their mentor, and what role their mentor may play in future development.

The mentoring program coordinator will also seek feedback from both the mentee and mentor on the success of their relationship and program for the purpose of enhancing future programs.

### **How do I apply to participate in the program?**

Prospective mentors and mentees are invited to register for the Mentoring Program by 16 February 2024. Registration to the program is a two-step process requiring online registration and completion of a mentor or mentee pairing survey. Both are available at <https://www.eianz.org/events/>.