



EMPLOYER SUPPORT Mentoring Link

About this Newsletter

We look forward to reaching out to all of you through our quarterly Mentorship Program newsletter. Through **Mentoring Link** we will share valuable information for Mentors and Mentees and provide suggestions, resources and ideas for making your mentorship experience as positive as possible.

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Why Mentoring?

As organizations are being tasked to do more with less, the need to replicate organizational knowledge becomes a strategic issue for their success. Reduction-in-force, restructuring, and early retirement programs are creating a gap and emptiness in experienced and seasoned workers. The Professional Mentorship program at ISIS offers employers an opportunity to customize employee careers within the organization in ways that are mutually beneficial to the organization and employees.

Who Benefits From Mentoring?

Stated simply, everyone benefits from mentoring in organizational settings.

The Mentee will:

- Have improved performance
- Set and achieve realistic career goals, strategies and options
- Take advantage of networking opportunities and increased visibility
- Develop greater understanding of the organization, its culture and values
- Have access to a role model
- Participate in challenging developmental assignments
- Grow beyond usual expectations

The Mentor will:

- Gain new perspectives
- Develop sharper leadership and interpersonal skills
- Expand business contacts
- Gain a greater appreciation of workforce perspectives

- Realize personal satisfaction from helping the mentee
- Learn the meaning of *docemur docendo*: "He who teaches, learns"

The Organization will:

- Recruit, develop and retain a highly skilled and professional workforce
- See enhanced leadership potential at all levels of its workforce
- Improve transfer of knowledge and skills among co-workers
- Have a tool for recruitment and succession planning
- Improve flow of organizational information and sharing of information with the organization
- Experience an engaged and motivated workforce

Source: Human Resources and Skills Development Canada

Guidelines for Mentors

Preparing for Mentoring

- Think about a time when you were a mentee
 - ✓ What did you like or not like about the experience? How did your mentor help you?
- Make sure you understand your roles and responsibilities as a mentor, as well as the responsibilities of the mentee
 - ✓ What skills are you confident about?
 - ✓ What skills would you like to improve?



Working with your Mentee

Familiarize yourself with resources that could help your mentee achieve his/her learning goals. It is important you guide and assist the mentee to achieve his/her objectives. *Remember: It is not your job to solve a mentee's problems or to find them a job.*

Establishing the Mentoring Relationship

- Meet with your mentee to discuss goals, expectations and interests. Ask questions such as:
 - ✓ What would you like to get out of this experience?
- If the mentee has a learning plan, you may want to review this with him/her
- Clarify and define the mentoring relationship. Make sure that you and the mentee have a common understanding of the following:
 - ✓ Confidentiality (what information can be shared)
 - ✓ The duration of the relationship
 - ✓ How often, where and how long you will meet
 - ✓ Preferences for receiving feedback, etc.
- Identify strategies or activities that will support the mentee's learning goals. e.g. trying new assignments, job shadowing, self-study, etc.

Mentoring resources available: <http://triec.mentoringsoftware.com/>

<http://managementhelp.org/guiding/mentrng/mentrng.htm>

What Participants Are Saying

From the Mentor's Desk

"What I have gained from the program is an insight into the issues, the challenges, and the determination of the job seeker as permanent work is sought. This has allowed me to be far more sensitive to the job-seekers coming to my company. The purpose is to *spread the wealth* of knowledge and experience to those who need direction in the job market. Whatever can be done to give people the dignity of work is good!"

Brenda Rowe, Manager Recruitment – Jazz Air

From the Mentee's Heart

"The mentorship program is very useful because you are connected with a mentor who can guide you in the direction you want to go. It was difficult to find a place to work in my field. With my mentors help and support I am happy that I found a job now and would always say thanks to my mentor for his support"

Serafettin Turk, Accountant

Stay Connected

Find the latest news about skilled immigrant employment solutions from the ISIS website: www.isisns.ca

For more information on the Mentorship Program:

<http://www.isisns.ca/employment/for-employers/professional-mentorship>

Please send feedback and suggestions to:

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Thank you for partnering with us for Mentoring:

