

## BEING A GOOD MENTOR

The Concrete Institute of Australia Mentoring Program pairs experienced Members in the concrete industry with Members of less experience, and provides an opportunity for both parties to expand their professional development and industry knowledge.

While the primary goal of the program is to increase the knowledge and development of the Mentee, the Mentoring Relationship is a two way relationship and Mentors also have the opportunity to learn from their Mentees.

### Being a good Mentor

The role of the Mentor is to use their skills, experience and knowledge to assist the Mentee to expand their knowledge of the concrete industry and industry practices, and to gain confidence to develop networks and connections.

#### Good Mentors will:

- Willingly share their experience and knowledge to assist the Mentee to make their own decisions about their career and industry development
- Listen effectively
- Be consistent and reliable
- Be patient and positive and remember that the Mentee may be shy or nervous
- Motivate and inspire their Mentee as a role model
- Suggest, not dictate
- Provide a sounding board for their Mentees ideas and thoughts
- Use real world examples to highlight important points and concepts
- Provide direct and honest feedback
- Be prepared to admit that they don't have all of the answers
- Assist their Mentee to network with relevant individuals and groups
- Actively seek to learn from their Mentee and expand their own skills and knowledge
- Seek support and guidance from the Program Coordinator if it appears the relationship is not working as expected

It is important to keep in mind that while there is no right way to mentor it is not the role of the Mentor to tell the Mentee what to do but to provide guidance and insights, based on experience, that assist the Mentee to draw their own conclusions and form their own opinions.

### Support

If you require support or assistance, or if you feel the Mentoring Relationship is not working effectively, please contact the Program Coordinator as soon as any issues arise.

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