

Mentoring Scheme

Recommendations for Mentees



1. INTRODUCTION

ESADE Alumni's Mentoring Programme is a specific approach to lifelong learning, a personalized path for personal and career development that reduces the time needed to acquire skills and experience. The aim is to enable professionals with experience in a particular area and who are willing to share information and knowledge (mentors) with professionals able to gain by their experience, advice and help to forward their own careers (mentees).

2. WHAT IS MENTORING?

The word mentoring stems from Greek mythology. Mentor was a close friend of Ulysses, the leading character in Homer's *Odyssey*. Before setting off to Troy, Ulysses asked Mentor to prepare his young son Telemachus to replace him as king of Ithaca. Mentor became his father figure, role model, teacher, approachable and trusty adviser, inspiring him and encouraging him to undertake challenges, all in order to make Telemachus a wise, good and prudent king.

Mentoring is a personal learning process, so mentees are responsible for their own personal and career development. They develop a personal relationship in which mentors dedicate time and effort and share their knowledge with a view to opening new horizons for mentees, enhancing their thinking, and helping them attain their full personal and career potential.

This relationship is a vehicle for analyzing, thinking, and taking action in areas chosen by mutual verbal agreement between mentor and mentee, an agreement that can be altered depending on how things develop.

Mentoring is **NOT** intended of:

- Solve a mentee's problems.
- Shift the responsibility for the mentee's problems. The mentee's concerns are the matters that the mentor and mentee talk about and give each other feedback.
- Teach. Mentoring implies seeking help to learn.
- Be a new system. It is a very old system adapted to today's circumstances.

The desire to share and a vocation to learn are two characteristics that set mentors apart. They are professionals selflessly committed to developing the potential of ESADE's former students.

Mentors are:

- **Advisors.** People with experience willing to share their knowledge.
- **Help.** People who give emotional encouragement
- **Tutors.** People who give specific information about their own activities
- **Sponsors.** Sources of information helping with finding opportunities.
- **Role models**

3. WHO CAN BE A MENTEE

Professionals seeking to further their careers and who:

- Have a minimum level of training and experience to enable them to interact satisfactorily with the mentor and behave maturely.
- Are honest about their needs and the areas with room for improvement.
- Are proactive in the personal relationship with the mentor.
- Are personally committed.
- Take responsibility for their own learning.

- Interact efficiently with the mentor.
- Are willing to invest in themselves and to undertake the ensuing personal and career changes.
- Are willing to embrace new outlooks, situations, matters and people, and who would like to learn from them.
- Are self-critical and welcome feedback. Able to receive criticism in a professional manner.

4. THE MENTORING "CONTRACT"

First of all each mentee must give serious thought to the matter and then decide with the mentor:

- What are my aims?
- What sort of help do I want?
- What do I expect from my mentor?
- How much and in what way do want to interact with my mentor?
- How can I make the most of this opportunity?
- What can I give in return?

5. THE MENTORING PROCESS

For a successful mentoring programme, we recommend about 3 sessions, for example:

| Session 1 | Session 2 | Session 3 |
|---------------------------------------|-------------------------|--|
| Initial contact and objective-setting | Follow-up on objectives | Follow-up on objectives and future commitments |

Esade Alumni Careers will be available to both mentees and mentors for doubts resolution and follow-up.

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