

Research Staff Peer-to-Peer Mentoring: QuickStart Guide v2.0

Aim of Scheme

- Provide more support to research staff, especially for Personal Development

Mentoring Relationships

There are two broad types of mentoring:

Developmental Mentoring

- *Encouraging self-reflection in an exploratory way*
- *Mentor encourages the Mentee to develop their own solutions*

Informative Mentoring

- *Sharing experience and knowledge in a prescriptive way*
- *Mentor provides solutions for the Mentee*

Peer-to-peer mentoring is particularly useful for developmental mentoring. Where the mentor's information runs short, they can point people in the right direction.

Peers are often more approachable and experience similar current challenges to you – certainly more so than senior teaching staff!

Practical Guide

How did you choose my Mentor?

- We've tried to choose mentors who have as much/more experience as the mentee, and are independent from the mentee's PI.

When/where should we meet?

- Mentor and mentee need to agree the frequency of regular meetings. As a guideline, a new post-doc should probably meet once a month or so until they are settled, and every two months after that.
- Mentors should always have an open door! Mentees will sometimes need a quick answer, or have an immediate issue that needs urgent attention.
- Agree in advance about the length of the meeting, usually at least half an hour.
- Meeting away from work is ideal, failing that somewhere private (e.g. a meeting room).

What do we talk about?

Everything must be held in the strictest confidence, so that the mentee is free to discuss anything they want to raise.

- The Mentee should be in the driving seat. Is there something in particular that you need help/advice with? Tell your Mentor when you arrange the meeting.

- The meeting should be structured:
 1. Identify the purpose of the meeting.
 2. Analyse the current situation.
 3. Explore Possibilities and Preferred Options.
 4. Commit to specific actions if appropriate.
- Before the meeting, the mentor and mentee should download and print out the crib sheets. These will help to give you some guidelines to stay on track.
<http://edpc.eng.cam.ac.uk/mentoring>

End of the Mentoring Relationship

- No mentoring relationship is meant to last forever, and not all of them will work – much depends on the personal chemistry between the two of you. With this in mind, the default will be for people to change mentor every year.

Training

- Many of the staff have had mentorship training recently, and we plan to run training sessions each term. Keep an eye on your inbox and the edpc website.

Certificate of Mentorship

Mentors can apply to receive a Certificate of Mentorship from the Department (always nice to add to your CV!), when they comply to the following 2 requirements:

- Attend a mentoring training session organised or endorsed by the edpc
- Have a successful mentoring relationship for at least a full year.

In order to evaluate this, we need mentors to log their mentoring sessions by completing the incredibly-quick and short form online:

https://www.vle.cam.ac.uk/mod/feedback/view.php?id=993431&do_show=view

Feedback

Mentors and Mentees can leave anonymous feedback here:

<https://www.vle.cam.ac.uk/mod/feedback/view.php?id=993451>, and you can always walk up to your divisional postdoc committee representative (if you are unsure who this is, check the edpc website).

Resources

The quickstart and cribs are available on Moodle, along with a copy of Katie Hewitt's training slides:

<https://www.vle.cam.ac.uk/course/view.php?id=84541>

This scheme will only succeed with your participation. We greatly appreciate the investment of your time, and hope that we will all reap the benefits.

EDPC Mentoring Team
 edpc-mentoring@eng.cam.ac.uk