

## MENTOR QUICK GUIDE

What are the benefits? Develop new skills, personal satisfaction, and new perspectives.
How can I be effective and memorable as a mentor? Be committed, open to ideas, accessible, visible, approachable, and allow designated time to develop the relationship.

STEP 1	Register: Complete application form and return to wicm@ficm.ac.uk. Make it detailed and specific.
STEP 2	Complete the e-LFH medical mentoring programme on www.e-lfh.org.uk. Download certificate on completion.
STEP 3	Matching process – the Faculty will carefully individually match mentors with mentees.
STEP 4	Signed agreement 12 months Review next steps Review next steps MENTORING Reflection on what is learnt Mentoring conversation GROW model Minimal 4 meetings, one face-to-face/ video conferencing
STEP 5	End programme (either party is free to leave the programme at any time). Evaluation and feedback.



## MENTEE *QUICK* GUIDE

- **Do I need mentoring?** Mentoring is a powerful tool for personal growth, development and empowerment to reach one's own full potential. Going through a transition point or an intense learning event? Or trying to strike a balance between professional and personal life?
- What are the benefits? Increased self confidence, connections, development of interpersonal skills, help with decision making and career development.
- What do I need to do? You need to be prepared to commit and invest in the relationship. Take the lead on issues to be discussed and aims of the relationship.

