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a mentor is a coach who provides advice to enhance the mentee's professional performance and development and a role model and support system for the mentee whether you're a mentor to a medical resident or marketing manager the same six guidelines apply 1 choose mentees carefully although the prospect of having an energetic and personable this guide will help you develop the skills you need to make the most of the mentoring relationship whether formal or informal use it to plan your mentoring interactions a companion guide mentoring guide a guide for protégés is also available see appendix iii although mentors can be sought for various use this guide to assist you with establishing and navigating through your mentoring relationship for specific topics on mentoring click on the titles below invest in your mentee's self awareness empathy and capacity for respect the next practice of good mentors is sharing their optimism much more than their cynicism your ideal mentor should be someone who resists providing you with quick answers and prefers engaging you in conversation through which you can both learn and grow don't limit yourself highlight the best practices for mentoring innovative ways to find the right mentor and advice on how to steer clear of common ethical pitfalls when mentoring we asked 14 members of forbes coaches council to share their best advice for first time mentors on how to take on a mentor mentee relationship here's how they recommend becoming a successful mentoring defined a mentor is an individual with expertise who can help develop the career of a mentee a mentor often has two primary functions for the mentee the career related function establishes the mentor as a coach who provides advice to enhance the mentee's professional performance and development prepare for mentoring by learning more about mentoring and the qualities and activities of a mentor learn why technical women need mentors and how to find a promising protégée find out how you benefit from the mentoring relationship and learn basic do's and don'ts of mentoring what is mentoring get a mentor to guide you on your journey in this post we will explore the essential roles of mentors the qualities of effective mentorship and practical tips for mentees to make the most of their mentoring relationships step 2 identify and match mentors and mentees once you have established the program's goals it's time to identify potential mentors and mentees develop a set of criteria for selecting participants such as job role experience level skills and interests mentoring is intentionally focused on the growth and development of an individual mentoring comes in various formats including formal mentoring programs and informal mentoring relationships and encompasses broad forms of support including professional career and emotional support a mentor guide helps meaningful change within a workplace's landscape in many ways from onboarding new hires to training high potentials mentors help mentees grow and develop they share experiences lessons learned advice support and build a community of learning and trust they are in class and on clinical rotations and it is very important to our up students to have someone who is interested in assisting them to shape their careers to be able to care for underserved and vulnerable communities and to work for social and health equity mentors can encourage students and guide them to success but you must have a program outline and communicate your expectations and ideas with your team mentorships enrich both the mentor and the mentee and students can make valuable connections discover new opportunities and seek expert knowledge and skills for their careers first define boundaries and expectations recognizing your own preferences second set a time budget that mentees can draw on third reconsider how you structure meetings with mentees and the mentoring guide is the go to resource for mentors and mentees written by authors with decades of experience in both roles it compiles a wide array of stories and data providing concrete actionable advice to make the most of any mentoring relationship do you want to encourage mentoring in your organization this book explores how you can become a better mentor find out more about it here related 7 tips to maximize mentor relationships in business 3 structure and rules a strategic approach is crucial to ensuring a mentorship program's long term success this means establishing

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