

What Is Mentoring (mentors and mentees)

Mentoring is a voluntary personal developmental relationship in which a more experienced, or more knowledgeable person helps to guide a less experienced, or less knowledgeable person to achieve personal and professional objectives. It is an ongoing relationship of learning, dialogue, and guidance.

Types of mentoring include: Traditional mentoring (senior to junior); Reverse mentoring (junior to senior); Peer-to-peer mentoring (functional area to functional area); Wisdom/transition (retired or soon-to-be retired employee to colleague).

Why Mentorship Matters

Mentorship supports networking, talent management, and the sharing of experience and skills. Building supportive relationships across the Public Service will help create an environment of continuous learning and high performance, and a shared culture—a key step in realizing the Blueprint 2020 vision (Government of Canada, Destination 2020, May 2014)

Do you Want to Be a Mentor?

A mentor is a trustworthy, experienced professional who is prepared to help an individual with their personal and professional goals. A mentoring relationship has several benefits for the mentor which could include the following:

- satisfaction of sharing one's own experience and expertise;
- opportunity to develop one's own leadership skills;
- opportunity to acquire new knowledge and learn new ways of thinking and doing;
- feeling of being useful to one's profession;
- feeling of contributing to the professional development of the next generation;
- and
- opportunity to provide advice and encouragement to a mentee.

Do you Want a Mentor or Reverse-Mentor?

A mentee is someone who is looking for guidance and support from an experienced professional to help them pursue their personal and professional objectives. Mentoring objectives may include:

- choosing the right training or developmental opportunity;
- building leadership skills;
- networking for new opportunities, new career path;
- balancing work and life responsibilities; and
- handling conflict In the workplace.

Key Factors in a Successful Mentoring Relationship

- Voluntary participation
- Confidentiality
- Specifically worded agreement (templates and examples available)
- Mutual agreement and collaboration
- Respect
- Reciprocal trust
- Regular, structured and open communication

How to Get Started (for members of the National Association of Federal Retirees)

- Complete the short questionnaire: [‘Federal Public Service Mentoring Program’](#)
- Receive an account creation request via email
- Complete your profile
- Find (or be found by) a Mentor / Find (or be found by) a Mentee
- Invite her/him to an initial mentoring meeting
- Complete a Mentoring Agreement with your mentor or mentee
 - Discuss objectives; define expectations and indicate what their mutual commitment involves
- At the end of the relationship complete a feedback form