

SUPPORTING EMPLOYMENT

Tips to create successful mentoring relationships

Each mentoring relationship is unique; however, all effective mentoring relationships share common elements. Planning and structure can improve the relationship between the mentor and the mentee.



Pre-screen the mentor to ensure suitability using the following criteria:

- ✓ Has a desire to develop and help others.
- ✓ Has a sincere, unconditional interest to help others even if not being officially rewarded for it.
- ✓ Genuinely wants to see the person with FASD succeed.
- ✓ Has the ability and availability to commit time and energy to the mentoring relationship.
- ✓ Has current and relevant industry knowledge, expertise, and skills in the area the mentee wishes to develop.
- ✓ Has a willingness to share personal experiences as part of providing opportunities for learning.
- ✓ Has a growth mindset and learning attitude and always looking to deepen their knowledge.
- ✓ Has skills in active listening, encouraging self-reflection, providing feedback, sharing stories, providing case examples and honest insight.

Make structured and regularly monitored mentoring matches using the following criteria:

- ✓ **Contact, response times and meetings** Clarify who contacts whom, how, and establish where, when and how often to meet.
- ✓ **Confidentiality** Clarify what is shareable and what is not, including potentially reportable disclosures.
- ✓ **Focus** Define exactly what the mentoring relationship will focus on.
- ✓ **Feedback** Clarify expectations around providing and receiving feedback.
- ✓ **Goals and accountability** Understand what the person wants from the experience. Ensure that appropriate levels of visibility and accountability are in place.
- ✓ **Reflect and evaluate** Set a schedule to review the relationship “How is this going for you? What could I do differently to make this experience more rewarding?”
- ✓ **Provide training** Before a match and periodically throughout the relationship.
- ✓ **Prioritise needs** Focus on the needs and interests of the mentee, not the expectations of the mentor.

1. Regina Community Clinic and OLES Literacy Project. (2010). Welcoming employees with FASD into your workplace. Retrieved from Employer Kit: Welcoming Employees with FASD (copian.ca)

2. Stock, S. (2011). The brain injury handbook: an introductory guide to understanding brain injury for employers. Retrieved from <https://biaia.org/wp-content/uploads/2018/06/Employer-guide.pdf>