

BEST PRACTICES FOR MENTORS

CAREER MENTORING
WORKSHOP
HIGHLIGHTS

“Mentoring is to support and encourage people to manage their own learning in order that they may maximize their potential, develop their skills, improve their performance and become the person they want to be.”

- Eric Parsloe

ATTRIBUTES OF A GOOD MENTOR

- ❖ Listens, listens, and listens more
- ❖ Asks powerful and probing questions
- ❖ Is NOT a ‘Know It All’
- ❖ Shares ALL possibilities without judgment
- ❖ Respects the mentees’ privacy
- ❖ Has positive Personality Characteristics



BUILD THE RELATIONSHIP

Start with getting to know the person:

- Ask about their background to get some context.
- Inquire about their goals, long term and short term.
- Discuss their strengths and weaknesses.

Assess the person:

- Gain an understanding of their knowledge and interests.
- Find out their skills and the level at which these skills are maintained.
- Understand the experience they have and what they are looking for

Build Trust, Express Commitment, and Set Expectations and Limits.

MENTORING AT VARIOUS LEVELS

Mentoring Undergraduates:

- ❖ Meeting: Semesterly or during office hours.
- ❖ Advice: Discuss course alternatives and outside classroom activities.
- ❖ Opportunities: Discuss research, Graduate school, award nominations, and the opportunity to be a Teacher's Assistant.

Mentoring Graduate Students:

- ❖ Meeting: Weekly research meetings to review individual progress and goal making; consider an annual review.
- ❖ Advice: Discuss course selection, professional skill building activities, and time management.
- ❖ Opportunities: Encourage attending conferences, discuss opportunities to teach, mentor, and potential internships.

Mentoring Junior Faculty:

- ❖ Meeting: Make yourself available for short chats.
- ❖ Advice: Discuss time management, pre-tenure focus of activities, and teaching methodology.
- ❖ Opportunities: Discuss program committees, service, funding agency contacts and programs.



CRA-W

Computing Research
Association
Women

WHAT DO STUDENTS NEED?

Being a Mentor for students, requires certain expectation for mentoring advice:

- Academic advice
- Career information
- Graduate school information
- Personal assistance
- Encouragement
- Moral support



RESOURCES

Attend CRA-W Career Mentoring Workshops and Tracks:

Early Career Mentoring Workshop

Mid Career Mentoring Workshop

Career Mentoring Tracks at Grace Hopper

Career Mentoring Tracks at Tapia

Check out MentorNet for additional resources