

# Mentor Program Guide

## What is Mentorship

Mentorship is a collaborative relationship where a mentor acts as a role model, listening to their mentee and sharing their professional experiences in a mutually beneficial way.

At 10KC, we curate guided 1:1 mentorship programs with structured curriculum, conversation guides and competency building resources to ensure both the mentor and mentee are set up for success in their role.

Mentors and mentees will walk away from the program having gained a new set of tools, skills and network, that will support their career development and company connection.

**77%** of employees correlate job satisfaction with having genuine relationships at work; creating a more productive, engaged and innovative workforce.

Source: The Institute of Leadership and Management

## What makes a good mentor?

- ✓ Generous Listener
- ✓ Provides Affirmation
- ✓ Challenges Mentee
- ✓ Gives Feedback
- ✓ Intentional Role-modeling
- ✓ Personal integrity
- ✓ Empathy
- ✓ Approachability

Source: HBR

## Who can be a mentor?

→ Mentors are seasoned professionals who are willing to **contribute their skills and experience** to further their mentee's career development

→ Must be **available to meet for 30-60 minutes** on a regular cadence for the duration of the program during the agreed upon meeting times

→ Must be committed to **reviewing the pre-work** and resources for each session prior to meeting with the mentee

## Key Mentor Outcomes

- ✓ Ability to cultivating leadership and communication skills while increasing your influence
- ✓ See the organization from different perspective and make more informed decisions
- ✓ Reflect on your career path, accomplishments and strengths that make you an effective mentor in order to continue growing.
- ✓ Feel a sense of satisfaction from supporting groups of mentees as they develop their career.



↔ Early to Mid-Career Mentees ↔ Senior Mentors

📅 Meet monthly

### Sample Mentoring Program

**Week 1:** Goal Setting

**Week 2:** Identifying Barriers to Career Growth

**Week 3:** Working with Others

**Week 4:** Embracing Change

**Week 5:** How to Stand Out

**Week 6:** Navigating Your Career Journey

**Week 7:** Reflection

