



Mentoring at **University College Dublin**

Supporting your professional growth and development

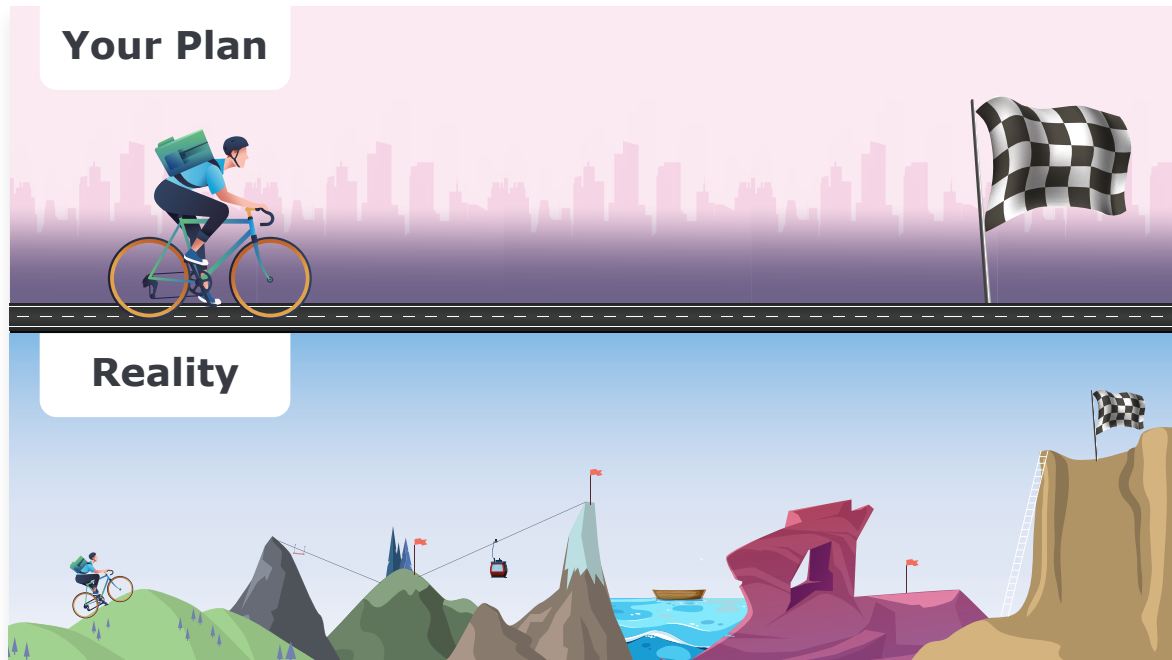


UCD Strategy 2020-2024

"We will ensure that every member of our community is enabled to achieve their full potential, and we will embrace the principles of equality, diversity and inclusion so that no one is excluded".



Mentoring at UCD



Mentoring is a relationship between two people, the purpose of which is building on capabilities and knowledge, sharing wisdom and experience and offering alternative ways of looking at issues and guiding in a confidential manner.

It is for anyone interested in exploring their potential and developing and growing their career at UCD.

Mentoring Principles at UCD

For a mentoring relationship to succeed, it needs to be underpinned by the following principles:

- Engagement in a mentoring relationship is on a voluntary basis for both the mentor and the mentee
- Ownership of the mentoring process rests with the mentee and they drive the mentoring agenda
- The mentoring relationship is confidential – unless otherwise agreed by both parties
- Mentoring is non-directive in its approach
- It is a partnership built upon trust and mutual respect
- The mentor empowers the mentee to take responsibility for their own learning and career development
- The relationship places no obligation on either party beyond its developmental intent
- Mentoring is distinct and separate from the Performance for Growth process (P4G) in UCD



For more information contact
peopledevelopment@ucd.ie

Benefits of Mentoring

Mentee Benefits include

- ◆ Opportunity to discuss, consider and refine your career options and goals
- ◆ Support in managing relationships with other people
- ◆ Opportunity to challenge your own thinking
- ◆ Gaining insight into how UCD's culture operates

Mentor Benefits include

- ◆ Opportunity to engage with other employees and increase familiarisation with current issues
- ◆ Enhancement of own experience and development
- ◆ Experience a sense of satisfaction from helping a colleague to achieve their goal
- ◆ Opportunity for reflective space and consideration of challenges which may be unfamiliar



Roles and Responsibilities

Mentors

Generally a mentor will hold a position that is senior or is more experienced than the Mentee. The approach of the Mentor will adapt according to the needs of the Mentee; remember that the Mentoring relationship is driven by the Mentee.

The Mentor may at times be a role model or sounding board and at other times challenger, advisor or facilitator. However they will demonstrate the highest professional standards. The range of personal attributes that a mentor displays includes:

- An interest in developing themselves and others
- Being open to a new experience
- Being accessible and have excellent listening ability
- Capable of building trust and maintaining confidentiality
- Remaining constructive with the focus on the development of the Mentee



Mentees

The Mentee has a role in ensuring the success of the Mentoring relationship and can add to this by:

- Being open and honest when discussing their goals with the Mentor
- Being prepared for each mentoring conversation
- Demonstrating a willingness to engage in career development opportunities
- Appreciating and respecting the commitment on the part of the Mentor
- Maintaining confidentiality

Head of School/Unit or Line manager:

- Encouraging Mentees and Mentors to engage in the process
- Meeting with potential Mentors where appropriate to discuss suitability for the Mentor role
- On occasion meeting with the potential Mentees to encourage engagement in the process and to assist with the choice of Mentor

For more information contact peopledevelopment@ucd.ie.

