

RDM Mentoring Scheme

“I’d like to be a mentor...”



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What Mentoring Is

Mentoring is

- supportive
- developmental
- non-judgemental
- confidential
- future-oriented

Mentoring is not

- line management
- counselling/therapy
- giving direct instructions
- performance review



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Commitment Overview

- Mentoring relationships are typically 3-6 months long.
- Each session should be around 30-60 minutes.
- Sessions should be scheduled around every 4-8 weeks

This information is just a guide; you can work with your mentee on a schedule which suits you both.

On a conclusion of a formal mentoring relationship, you may keep in touch on an informal basis if that is what you choose to do.



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Mentoring Session 1: Suggested Structure

- Introductions
 - Ask Mentee to introduce themselves, giving a brief outline of why they want to work with a mentor and what they would like help with.
 - Introduce yourself, give brief summary of relevant experience and how you may help.
 - Discussion may wish to focus on where the mentee is; where they wish to be, and why are they focussing on these goals.
- Focus on active listening without judgement.
- Try to keep the conversation natural, leaving space for thoughts and ideas.
- There is no single ‘correct’ way to hold your conversations.
- Try to end the session with a goal / idea / action for the mentee to consider before you next meet.
- Set up the time and date for the next meeting.



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Mentoring Sessions 2+

- Ask what has gone well since the previous meeting.
- Ask if they were able to work on the previous goals/action/idea. There should be no judgment if there was no progress.
- Ask if there have been any additional thoughts and struggles.
- Finish with either developing the first goal/action/idea or discuss a new objective.
- Set time and date for next meeting.
- Repeat for a further 2-4 sessions, or until you feel this mentor/mentee relationship has been completed.



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Why you?

- Someone is waiting for a conversation with you.
- Share your knowledge, skills and experience.
- You can make a real difference to someone's growth.
- You will develop your own listening and leadership skills.
- You will give back while learning something new.

For further resources please see the [RDM Mentoring Pages](#) which includes a link to the 'Mentoring for Development' online course.



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Getting Started and Contact Details

Sign up to be a mentor via the [RDM mentoring pages](#) where you will find further resources and a link to MentorNet (the software used by RDM). Complete your mentor profile and await a match.

Please contact us if you would like a conversation about being a mentor.

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