



## Leading as a Cardinal's Guide to Mentorship

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# Purpose of Build Your Nest

The goal of Build Your Nest is to connect students with faculty and staff mentors with similar interests and backgrounds to assist students in connecting with the Catholic University community. This program is open to students of all years and students are able to continue within the program during all four years at Catholic, either with the same mentor or switching mentors. Research has found that when students are participating in a mentor program with faculty and staff, students are more engaged in their college experience, faculty are more effective in the classroom since they understand students more and graduating students are more creative, capable, and satisfied with their lives and careers (McKinsey, 2016).

The mentor relationship that is created helps students develop a better understanding of the Catholic U culture and develop the skills and tools necessary to be successful during their time here. Build Your Nest also allows students to be responsible and intentional in their personal development and be exposed to new relationships and experiences. We hope students continue to build their nest with the newly created relationships, knowledge, and skills they gained through their participation in this program. The end goal in Build Your Nest is that after a year in the program, the mentor and mentee will discuss what is needed in the future and how they will continue communicating (if they feel it is necessary) so that you don't need as much support from the formal Build Your Nest programming.

Students are paired with faculty and staff mentors through a matching process that focuses on areas of interest, backgrounds of participants, and anticipated involvement within the program. There is no one size fits all with Build Your Nest - we match mentors to mentees based on their responses to try and build the best matches to the needs of the mentee, so no pairing will be the same. This is important to keep in mind as you are developing your relationship as each relationship will be different based on the interests and needs of both the mentors and mentee.

## Mentorship Definition, Benefits and Guidelines

This section will cover the definition of mentorship, the benefits of being apart of a mentorship relationship and some guidelines to outline your participation in Build Your Nest.

### Definition

Mentorship is a process in which an experienced individual helps another person develop his or her goals, skills and potential through a series of confidential, one-on-one conversations and other learning activities. In a mentorship relationship, a mentor can have a variety of roles depending on what the mentee needs - they can acquire resources, advise, coach, be a role model, and support. For a mentee, they have the unique opportunity to focus on their growth and development and identify where they need their mentors' support. The beauty of a mentorship is that it can change and adapt to the needs of the mentee and we hope that Build

Your Nest gives students the opportunity to connect with a new resource on campus and thus creating a pathway to success at Catholic.

## Benefits

There are many benefits for both mentors and mentees for participating in a mentorship relationship. Keep some of these in mind as you are forming your relationships and also setting the goals and expectations for your relationship.

### Benefits for Mentees

- A New and Unique Connection on Campus
- Ability to Focus on Personal Growth and Development
- Expanding on Important Skills
- Awareness of Available Resources
- Better Connection to and Understanding of Campus
- Career Development and Connections
- A Support System for Challenges

### Benefits for Mentors

- Personal Satisfaction and Fulfillment
- Development and Use of Leadership Skills
- Experience and Connections Outside of Your Role
- Personal Development and Growth
- Increase Job Satisfaction and Success

## Guidelines

In order to have a successful mentorship, we have created some guidelines that can be helpful to use when participating in Build Your Nest.

- **Keep Communications Open**
  - Mentor: Help your mentee set realistic expectations. Also, if you know you will be unavailable because of work or personal issues, let them know.
  - Mentee: Be upfront. Let your mentor know what your goals are and what you hope to take away from the program.
- **Offer Support**
  - Mentor: Encourage communication and participation. Help create a solid plan of action.
  - Mentee: Remember that your mentor is there for you, but is only a guide.
- **Define Goals and Expectations**
  - Mentor: Help set up a system to measure achievement.
  - Mentee: Review your goals. Make sure your mentor knows what to expect from you.
- **Maintain Contact**

- Mentor: Respond to your emails, even if it is saying you are busy. Answer questions and provide advice, resources and guidance when appropriate.
- Mentee: Be polite and courteous. Keep up with your email and communicate if things change or come up.
- **Maintain a Schedule**
  - Mentor and Mentee: In order to get the most out of the program, create a schedule that makes sense for the both of you to determine when you want to meet.
- **Actively Participate**
  - Mentor: Engage the mentorship relationship, take time out of your role to make the connection with your mentee.
  - Mentee: Really take time to listen and learn from your mentor, ask them questions that show you are engaged.
- **Make Time for Feedback**
  - Mentor: It is important to be open to feedback from your mentee, but also to give them feedback about your experience.
  - Mentee: An important part of growth is accepting feedback, so this relationship is a great place to start to give feedback and get feedback from your mentor.
- **Be Innovative and Creative**
  - Mentor: Share your ideas, give advice and be a resource for new ideas.
  - Mentee: Offer ideas on what activities and exercises you can do together.
- **Get to Know Each Other**
  - Mentor and Mentee: Remember that people come from diverse backgrounds and experiences. Put the effort to get to know each other on an individual basis.
- **Be Reliable and Consistent**
  - Mentor and Mentee: The more consistent you are, the more you will be trusted.
- **Stay Positive**
  - Mentor: Recognize the work the mentee has done and the progress made.
  - Mentee: Remember that your mentor is offering feedback and not criticizing.

## Stages of a Mentorship Relationship

There are typically four stages of a mentorship relationship:

- Building the Relationship
- Setting Goals and Expectations
- Working Towards Goals and Deepening the Engagement
- Transitioning and Planning for the Future

The goal is that as you progress during the year, you will continue developing through each of these stages and by the time May rolls around, you will be able to continue your mentorship relationship outside of Build Your Nest and without formal programming. Throughout this year, we will focus on these stages in these newsletters and in our mixers.

## Stage 1 - Building the Relationship

During Stage One, you will get to know each other and begin to establish trust. During your first meeting (ideally face-to-face), discuss your backgrounds, experiences, interests, and expectations. You will also make agreements about confidentiality and the frequency of contact. It is also important to establish a schedule for communicating regularly, whether in-person, by phone, or e-mail.

### Suggestions for Mentors

There are a number of questions you may want to ask your mentee during your second meeting:

- Tell me a little more about yourself, your skills, your organization or community, some key challenges you are facing, etc. You can begin by reflecting back a few of the key experiences and interests he or she expressed during your first meeting.
- What do you hope to gain from Build Your Nest?
- What are some of your preliminary goals for our mentoring relationship?
- What are your expectations for me as a mentor?

## Stage 2 - Setting Goals and Expectations

During Stage Two, you will exchange more information and set goals. Your relationship and trust will deepen. As the mentoring relationship unfolds, be attentive to practicing active listening and consistently expressing encouragement.

By exchanging information, mentors will gain insight into the goals their mentee hopes to achieve through the mentoring relationship. It is important that mentees really take time to think about the goals they want to create for the relationship because they can drastically shift the relationship that will be created and the type of support the mentor will focus on.

Along with creating goals, it is important to create a set of expectations for each other. These can include how often you want to meet and communicate, what type of support is needed and what each of you are wanting out of the relationship. These are great conversations to have early on in the relationship.

### Suggestions for Mentors

Goals are helpful because they help your mentee see beyond the day-to-day demands of their life and help them gain clarity on how to get the most out of the mentoring relationship. Encourage your mentee to discuss their goals with you. Suggest that they complete the Goal Setting Section in the Topics for Mentees section of this document and share it with you. Have your mentee refer back to their goals periodically as a way of refocusing on goals and measuring progress. Referring to the goals regularly is also a good way for you to know if you are helping them achieve them.

## Stage 3 - Working Towards Goals and Deepening the Engagement

During Stage Three, which is typically the longest, you will help your mentee work towards achieving their goals through conversations, sharing materials and resources, trying various learning and development activities, and introducing them to other helpful connections. This is an important phase marked by openness and trust, meaningful discussion, and application of new insights and approaches. Your mentee needs your ongoing encouragement at this stage. You may also feel comfortable enough to challenge them to think in new ways or approach a problem differently.

This is a highly rewarding phase of the relationship, but challenges may arise. Here are some examples of challenges other mentors and mentees have faced and resolved.

**Time and energy.** The most common challenge by far is finding sufficient time to do all you want to do in the partnership. Despite good intentions, other priorities interfere for both of you.

- Solution: Think small rather than large, especially in the beginning. Avoid promising more time than you can deliver. Check with your mentee to be certain you are both comfortable with the time you are spending and with the learning that is occurring.

**Building trust quickly.** With only a few hours of contact each month, it is not easy to build the kind of trust you both would like.

- Solution: Other mentors have successfully used several strategies, such as the following:
  - Listen very carefully, and remember what your mentee has said in the past.
  - Demonstrate your credibility.
  - Keep your promises and commitments -- if any need to be changed, let your mentee know immediately and reschedule or renegotiate them.
  - Admit some errors made and lessons learned.
  - Avoid talking negatively about others.
  - Above all, keep the confidences your mentee shares with you.

**Not being the “expert” on all your mentee’s needs.** Many mentors find it difficult when they do not have all the answers.

- Solution: Explain your role as “learning facilitator” early in your relationship. Tell your mentee that you will not have all the answers, and you are looking forward to learning together as well as seeking help from others who are more expert on different topics.

**Being sensitive to differences.** Particularly in the beginning, it is tempting to assume that both of you are the same. In fact, you will share experiences. Explore and learn from your differences as well.

- Solution: In addition to discovering all your similarities, work carefully to identify the differences between you and your mentee. For example, what is occurring now for them that you did not face? If you are of different generations/ages, genders, races, cultural

groups, or professional backgrounds, what different experiences have you both had? Assume a learning mode, and invite discussion about all of these topics.

## Suggestions for Mentors

This is a good point in the journey to reflect on progress toward goals and on the relationship itself. Consider discussing the following:

- What are the benefits of the relationship up to this point? How am I helping you achieve your goals?
- What changes do you see in yourself and in the way you approach your work as a result of the mentoring relationship?
- What kinds of adjustments or changes, if any, are needed in your goals or in our relationship?

This is also the stage during which energy in the relationship can wane! Sometimes, the mentee will feel concerned that they are burdening you or other responsibilities will often compete with their commitment to the mentoring relationship. If you haven't heard from your mentee, check in with them. Take the lead if necessary. Also take stock of your own time and energy. Is the partnership working well for you? Do you need to make some adjustments?

## Stage 4 - Transitioning and Planning for the Future

During Stage Four, planning for the mentee's continued success is balanced with bringing the formal mentoring relationship to a close. The goal in Build Your Nest is that after a year in the program, the mentor and mentee will discuss what is needed in the future and how they will continue communicating (if they feel it is necessary) so that you don't need as much support from the formal Build Your Nest programming. Work with your mentee to define the types of support they may need in the future. You may want to connect them with additional connections who can provide benefits other than those provided by you.

## Suggestions for Mentors

Adjournment brings closure to the journey. Your final discussion should be dedicated to the following:

- Reflecting on accomplishments, challenges, and progress towards goals
- What will your mentee remember most about the relationship?
- What challenges lie ahead for them?
- Exploring other types of support they may still need
- Discussing whether the relationship will continue informally and how you will implement that
- Expressing thanks and best wishes!

# Ideas for Connection

It can sometimes be hard to come up with ideas of how you can connect with your mentor or mentee. To help the thought process, we have compiled a list of ideas for connecting with your mentor or mentee.

- **Attend an Event on Campus Together** - there are many events happening on campus, log into the Nest together and see if you can find one to attend together!
- **Discuss Your Interests Outside Campus** - while it is great to connect about campus, it is also important to discuss your interests outside of campus to find common interests.
- **Have a Resume Review Session** - one of the main areas that mentees want support in is their career, so take some time to review their resume and offer any advice.
- **Set Up a Goal Planning Session** - having goals are very important to the success of the mentorship, so set some time aside to create goals together.
- **Have a “Decision Making” Session** - college students have a lot going on in their lives, so take some time to let the mentee ask the mentor for advice and work through different decision making processes.
- **Read a Book Together** - one way to connect is find a book of common interest and read it together throughout the semester or year, and then when you meet discussing your thoughts.
- **Have a Feedback Session** - it is important that both mentors and mentees gain the skills of accepting feedback, so take some time to share feedback with each other and how you want to improve.
- **Volunteer Together** - there are a lot of volunteer opportunities on and off campus that can allow you both to focus your mind off your daily life and connect not only with each other, but with the community as well.
- **Have a “Share a Challenge” Session** - everyone has challenges, so put some time aside to share some challenges and talk through different ways to approach the challenges.
- **Mentee Interviews Mentor** - a great way for the mentee to learn more about the mentor is for them to interview the mentor about their life, work, interests and what they do for fun.
- **Resource Roundup** - to ensure the mentee knows the great resources we have available, take some time to talk about them and how they can connect to the resources.
- **Take a Skills or Personality Assessment** - assessments are a great way to learn more about each other and see how you compare to each other, which are great conversation starters.
- **Discuss Campus Culture and Experience** - it is important to acknowledge and understand each other's experience on campus as well as the campus culture in order to help the mentee successfully connect to the campus.
- **High/Lows** - take some time to open up about the highs and lows of your week or month, create an open and honest space for sharing and support, but also celebrate achievements.



- **Get Off Campus** - if you have the time and availability, try and get off campus with your mentor or mentee as there are a variety of activities in and around the city.
- **Have an “Ask Me Anything” Session** - another great way for the mentee to learn more about the mentors is having an ask me anything session where they have the ability to ask their mentor a variety of questions.
- **Talk About Career Goals and Paths** - identifying a career can be a daunting task, so be sure to support your mentee in these discussions and connect them with additional resources to make them successful.
- **Job Shadowing** - whether they want to have a career similar to the mentor or not, another way to get to know them better is to shadow them in their work.
- **Get Together with Another Mentor-Mentee Pair** - what better way to further participation in Build Your Nest than getting together with another mentor-mentee pair to learn about their connection and interests and to expand your network.

## Addressing a Lack of Connection

Not sure how to address the lack of connection? It takes some time to connect with a mentor or mentee, so don't worry if you don't connect right away. The first thing that will help address this is setting goals and expectations for your relationship, which should be done early on. This will help establish what you both want out of the relationship and also establish what you both can expect from the other.

If after some time you still feel a lack of connection, we have some tips and suggestions. If you are a mentor experiencing a lack of connection from your mentee, try and determine a cause by talking to your mentee. It is important to remind them that you both signed up for this experience and it is important to honor that commitment. Along with this, go back to the goals and expectations you made and see if they need to be changed to fit the needs of your mentee. You can also reflect on how you can adjust your approach to the relationship and conversations with your mentee to best fit their needs. Lastly, if you haven't heard anything from your mentee after reaching out multiple times, please reach out to the Leading as a Cardinal Team to discuss how to move forward.

If you are a mentee experiencing a lack of connection from your mentor, bring your concerns directly with them. It may be that they are juggling a lot of priorities and commitments, so they may need to know that you need more from them as a mentor. This can be a difficult conversation, so don't hesitate to reach out to the Leading as a Cardinal Team to help facilitate the conversation. Also remember that it isn't just on the mentor to create a connection, you too should be actively participating in the relationship and always thinking of ways you can connect with your mentor. Your mentor is taking extra time out of their work and life to mentor you, so respect their time and hold yourself accountable to participate actively in your mentorship.

No mentorship relationship is going to be perfect - but it is important that both mentors and mentees put in the effort to connect and develop their relationship!

# Topics for Mentees

The topics in this section are specifically for mentees and will ensure that you have a successful mentorship experience in the Build Your Nest program.

## Best Practices

We want to ensure that you get the most out of Build Your Nest and in order for that to happen, you need to actively participate in the program. We have compiled a list of best practices that will guide you through your participation in the program and hopefully to a successful mentorship.

Below are some best practices that will lead to your success in Build Your Nest:

- **You should drive the relationship.** The mentee should take responsibility for being the main driver of the relationship. Reach out to your mentor regularly to schedule meetings and follow up within 24 hours of their responses to you. Always ask at the end of each meeting “when should we meet next?” so that you can get a date on the calendar after comparing both of your schedules.
- **The relationship should be mutually beneficial.** Mentors want you to ask insightful, thoughtful questions that you cannot find the answers to online or through someone else. Be sure that you are keeping both your goals and your mentor’s in mind during each meeting. Working toward and achieving those goals is critical to the success of the mentorship relationship.
- **Be gracious.** Thank your mentor often for their time. The best way to show how thankful you are for your mentor’s time is to respect it. Arrive on time for all meetings and keep your interactions/emails concise.
- **Circle back and follow up.** As with any connection, always follow up. For example, let your mentor know what resulted from your conversation/how their advice worked out, or thank them for putting you in touch with someone who told you about a job opening, etc. This is an important touch point to thank the person and show what they did had an important impact on you.
- **Avoid being negative.** Your time with your mentor should be spent sharing problems and looking for solutions or getting their advice and feedback on a certain issue you are tackling.
- **Honor your commitment.** Your mentor probably has a very demanding job. He or she has volunteered to take on the added responsibility of mentoring. Please be appreciative of your mentor’s time and investment; respond in a timely manner to your mentor's questions and comments.
- **Expect Support, Not Miracles.** You can expect a certain level of support and advice from a mentor, but he or she can't solve your problems for you. A mentor can put the situation in perspective, offer feedback, serve as a sounding board, and identify others whose brain you might pick or activities you can engage in or small ways you can position your work to meet your goals.

- **Initiate.** In order to sustain the mentoring relationship, take the initiative to ask your mentor a question, to let them know your educational and professional interests and objectives, and to ask about his/her own experiences.
- **Take action toward your goals.** The mentoring relationship offers you the rare opportunity of having someone committed to your progress toward goals. The mentor will help you think about ways to remove barriers and actions you can take. However, without trying some new actions, there may be little substance to the mentoring.
- **Acknowledge what you do well.** We are so often only given feedback when there is a problem; and, by nature, we tend to look at our own “gaps.” Make sure you are also discovering and utilizing your strengths. Ask your mentor what they see that you do/have done well that you might not be able to see. Focusing on what is working creates a higher level of performance and builds confidence.
- **Take a look at your blindspots.** Just as we cannot always see what we do well, we often do not see our blindspots. A blindspot is what others see about us, but that we do not see (or acknowledge) in ourselves. Ask your mentor what blindspots they may see, particularly as it relates to the goals you are trying to achieve.

## Goal Setting

Along with the best practices, creating a set of goals will help you in determining what you want out of the Build Your Nest program and it will also help your mentor understand what you need from them. Take some time to work through these goal setting questions below to help you identify what you want to work on during this program and therefore create goals from.

### Goal Setting Questions

- What are some of your strengths?
- What are some areas you want to improve in?
- How does your goal benefit you?
- What are you hoping to achieve with your goal?
- What are some potential barriers to your success?
- What steps do you need to take to reach the goal?
- What commitments are you going to make to reach your goal?
- How will you measure your progress?
- What are some resources and support you need to succeed?
- How will you measure success?
- How will you continue working on this goal?

Once you work through the questions, you can then start creating your goals. To create goals, we suggest using the SMART method. The SMART in SMART goals stands for Specific, Measurable, Achievable, Realistic, and Time-Bound. Defining these parameters as they pertain to your goal helps ensure that your objectives are attainable within a certain time frame.

Goal Characteristic	What does it mean?
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S - Specific	Goals should be stated in specific rather than vague terms. <i>Ex: "Earning a B" rather than "Getting a good grade"</i>
M - Measurable	Whenever possible, goals should be measurable, or quantifiable. <i>Ex: "In 5 out of 7 classes" instead of "In school"</i>
A - Attainable	Goals should be challenging, but above all they should be realistic. <i>Ex: "Obtain 3.5 GPA" not "Get 100% on all my tests in all my classes"</i>
R - Relevant	Goals should support your vision for your life and education while aligning with your values, but also be able to be reviewed and updated. <i>Ex: by comparing current results to target you can update goals</i>
T - Time Bound	Goals should specify the target dates when they are to be attained. <i>Ex: "By April 15th" instead of "Early this year"</i>

From here, once you create your goals, take some time to present them to your mentor and discuss how you are going to track the progress of reaching your goals and how they can help. Over time, it is important to go back and review your goals to ensure you are on the right track and that you are keeping yourself accountable to reach our goals.

## Topics for Mentors

The topics in this section are specifically for mentors and can provide them more information and insight on how to ensure their mentee has the best experience possible in Build Your Nest.

## Types of Mentors

It is important to take some time to think about the kind of mentor you want to be to your mentee. It is also important to consider that depending on the needs and interests of your mentee, the type of mentor you will need to be will change or you may be a combination of the types below.

To help with this process, consider some of these types of mentors below. Along with this, it may be helpful for mentors to create a list of goals or guidelines you want to follow in order to meet the needs of your mentor.

### **The Advocate**

The advocate acts like a champion for their mentee. They are their mentee's biggest proponent. Typically, the advocate works to ensure their mentee is supported, recognized, and grows. They are constantly working to further the growth of their mentee.

### **The Connector**

The connector is like a broker who provides key referrals between their mentees and other members of the mentor's network. These can be both related to their career aspirations but also their just their interests in general. Connectors typically introduce their mentee to others who have expertise or experience the mentor doesn't have.

### **The Expert**

The expert is advanced in their field and has a wealth of professional knowledge to share. They are able to talk in-depth about what it's like to do the day-to-day of their job as well as the available career paths in their field. Experts can provide guidance on specialized skills and they can also provide advice on which skills to up-level or improve in order to advance in a given career path.

### **The Counselor**

The counselor acts as an advisor by listening to different challenges they are experiencing. They'll ask questions, share their own experiences, provide suggestions, and help create an action plan. Counselors combine empathy and their own experiences to help mentees overcome specific obstacles.

### **The Idea Bouncer**

The idea bouncer is the perfect mentor for a jam session. Whenever a mentee needs someone who is willing to poke holes in their ideas or provide fresh eyes on a project, the idea bouncer can challenge a mentee's assumptions and give them a new perspective.

## **Skills and Competencies**

There are a variety of skills and competencies that are helpful for mentors to work on in order to ensure they are fulfilling the role of a mentor. Reflecting on your mentoring practice, noting use of the key mentoring skills, observing progress made in the relationship, and requesting feedback from your mentee are excellent ways to assess whether you are employing these skills.

While there are more than the ones identified below, these are what research has identified as critical mentoring skills and competencies.

### **Listening Actively**

Listening actively is the most basic skill you will use throughout your relationship. Active listening not only establishes rapport but creates a positive, accepting environment that permits open communication. By listening actively, you will ascertain your mentee's interests and needs.

Examples include the following:

- Show interest in what he or she is saying, and reflect back important aspects of what he or she has said to show that you've understood;

- Use body language (such as making eye contact) that shows you are paying attention to what he or she is saying;
- When utilizing e-mail, answer within 48 hours if possible, and be sure your message is responsive to his or her original message.
- Reserve discussing your own experiences or giving advice until after your mentee has had a chance to thoroughly explain his or her issue, question, or concern.

### **Building Trust**

Trust is built over time. You will increase trust by keeping your conversations and other communications with your mentee confidential, honoring your scheduled meetings and calls, consistently showing interest and support, and by being honest with your mentee.

Some other ways to build trust can include:

- Open up about your past.
- Genuinely get to know your mentee.
- Share your opinions.
- Self reflect on your role as mentor.
- Keep in touch.
- Support them through challenges.
- Be vulnerable.
- Talk about elephants in the room.

### **Determining Goals and Building Capacity**

As a role model, you should have your own career and personal goals and share these, when appropriate, with your mentee. It is also likely that he or she will ask you how you set and achieved your own goals. In addition, you can help your mentee identify and achieve his or her career and personal goals.

You will develop your mentee's capacity for learning and achieving his or her goals by doing the following:

- Assisting them with finding resources such as people, books, articles, tools and web-based information;
- Imparting knowledge and skills by explaining, giving useful examples, demonstrating processes, and asking thought-provoking questions;
- Helping them gain broader perspectives of his or her responsibilities and organization;
- Discussing actions you've taken in your career and explaining your rationale.

### **Encouraging and Inspiring**

According to research, giving encouragement is the mentoring skill most valued by mentees. Past mentees in Build Your Nest shared that they were grateful for their mentor to be encouraging and a support system they could count on.

There are many ways to encourage your mentee. Try some of these:

- Comment favorably on his or her accomplishments;

- Communicate your belief in his or her capacity to grow personally and professionally and reach his or her goals;
- Respond to his or her frustrations and challenges with words of support, understanding, encouragement and praise. Just knowing that someone else has been there can be tremendously helpful.

You can also inspire your mentee to excel. Examples include the following:

- Share your personal vision or those of other leaders;
- Describe experiences, mistakes, and successes you or others have encountered on the road to achieving your goals;
- Talk with them about people and events that have inspired and motivated you;
- Introduce them to your colleagues or friends who can be additional useful contacts or inspiring models.

## Best Practices

Along with the skills and competencies above, consider some of these best practices to help guide the conversations and connections with your mentee.

- Think of yourself as a “learning facilitator” rather than the person with all the answers. Help your mentee find people and other resources that go beyond your experience and wisdom on a topic.
- Emphasize questions over advice giving. Use probes that help your mentee think more broadly and deeply. If he or she talks only about facts, ask about feelings. If he or she focuses on feelings, ask them to review the facts. If he or she seems stuck in an immediate crisis, help them see the big picture.
- When requested, share your own experiences, lessons learned, and advice. Emphasize how your experiences could be different from his or her experiences and are merely examples. Limit your urge to solve the problem for them.
- Resist the temptation to control the relationship and steer its outcomes; your mentee is responsible for his or her own growth.
- Help your mentee see alternative interpretations and approaches.
- Build your mentee’s confidence through supportive feedback.
- Encourage, inspire, and challenge your mentee to achieve his or her goals.
- Help your mentee reflect on successful strategies he or she has used in the past that could apply to new challenges.
- Be spontaneous now and then. Beyond your planned conversations, email “out of the blue” just to leave an encouraging word or piece of new information.
- Reflect on your mentoring practice. Request feedback.
- Enjoy the privilege of mentoring. Know that your efforts will likely have a significant impact on your mentee’s development as well as your own.

## Conversations to Consider

Along with the helpful information above, we have some feedback from previous Build Your Nest participants about conversations that they found to be helpful in attaining their goals for their mentorship relationship.

- Counseling outside of academic goals
- Career development and advice about careers
- Job search meetings
- Learning about campus resources
- Campus involvement and opportunities
- Graduate school
- Life interest and goals
- Growth outside of my education
- Bucketlist to complete while at Catholic