

presents **TEN tips**  
on  
**Mentoring**



1

Mentoring is a relationship that enhances the development of individuals by the passing on of knowledge, skills and values.

2

This relationship is a creative bond between a mentor (teacher) and a mentee (learner) which is to the benefit of both.

3

From a mentor, a mentee receives input about organisational culture, coaching and counselling, skills development, motivation and continuous feedback, thus becoming a useful member of an organisation much more quickly.

4

The mentor benefits by the development of interpersonal and leadership skills, and accomplishment in his/her mentee's success.

5

A mentoring programme should have the visible support of those at the head of an organisation, and it should form part of the culture of that organisation.

6

The ideal ratio is one mentor to one mentee.

7

Mentors should volunteer their services. The relationship should be one of choice, and should be committed to in writing.

8

The best mentors are experienced empathetic persons with a willingness to share, the capability of building trust, and with good listening skills.

9

Specific time periods should be set aside for mentoring. Opportunity should be given to the mentee for questions and feedback.

10

It is recommended that the mentee maintains a close relationship with the mentor, takes ownership of his/her own development and actively seeks new challenges.