

Conversation
Direction
Knowledge sharing
Motivation
Teamwork
Personal Development
Inspire Communication
Opportunity
Advice
Collaboration
Direction
Success
Learn
Leadership
MENTOR
MENTEE
Skills

RBMS Mentoring Program- Introduction Guide

Guide to Mentoring for RBMS members

River Basin Management Society



Welcome to the RBMS Mentoring Program

Welcome to the RBMS Mentoring Program! Thank you for expressing your interest in joining the program. We hope you find this a valuable way to connect with other like-minded professionals within the integrated catchment management industry and are able to take-away some key learnings whilst expanding your network and having FUN.

Below is an outline of how the program is expected to run and takes you through some essential elements to support each mentoring pair with their arrangements and guide conversations to enable the most from each encounter.

RBMS Mentoring Program Guide

Most people throughout the course of their life and career can reflect upon and note the various individuals along the way that were important to their growth and development, personally and professionally. These mentoring relationships have helped that person to find a purpose, define a goal, shape their thinking, or enact a plan.

Mentoring can serve many purposes by helping an individual develop a new skill, assist with problem solving, boost confidence in communications and engagement, widen a network or provide some direction. Mentoring is not solely there to support a mentee but can also be a two-way street, ensuring those involved both give and receive and help the other grow.

There are many benefits to engaging in a mentoring relationship. The RBMS Mentoring Program provides a flexible and semi-formal approach to enable members to better connect.

The Benefits of Mentoring

Mentoring can:

- Provide an opportunity to exchange and enhance knowledge, feedback or advice in a supportive environment,
- Create a trusted forum to brainstorm and refine ideas and explore challenges,
- Enable open communication in a safe environment to increase confidence and self-esteem, and
- Provide personal satisfaction and strengthen interpersonal skills whilst building networks.
- BE FUN!

Responsibilities of Mentoring Pairs

It is the responsibility of each mentor and mentee to:

- Ensure their actions and language are both ethical and respectful
- Ensure appropriate professional boundaries are maintained
- Maintain a commitment to the agreed meeting arrangements in place
- Discuss and review expectations/goals and progress

Workshop – Introduction to the RBMS Mentoring Program

A Zoom invite will be sent out to all RBMS mentoring participants to attend the Introductory workshop. This workshop is an opportunity to meet the other mentoring participants, discuss the program parameters and welcome you.

An email post the workshop will introduce the **Assigned Pairs** for the year and the first round of **Flash Pairs**. Mid-way through the program we will send a **Program Check-In** which will be in the form of a short email survey to see how you are going. After 12 months we will send an **End of Program Feedback** form (see at the end of this Guide) to assist in enhancing the program and encouraging new intakes and determine if you are interested in remaining on board.

Mentoring Meetups

Whether you are part of an assigned pairing or flash pairing, it is up to the mentor to arrange the initial meeting to discuss setting up a regular date and time to catch up with their mentee. Mentoring meet ups are required to occur quarterly (at a minimum), but we would encourage you to explore how often suits you and adapt your meet ups as needed.

Initial meet up

The initial meet up should provide an opportunity for both the mentor and mentee to get to know one another. Allow sufficient time to:

- introduce yourself (who you are, what you do, where you're from, why you are in this field),
- mention your career experience and interests/goals, and
- discuss what you both want from this mentoring program (the purpose), how often you can meet and at what time.

The mentor needs to send out the **Mentoring Meet up calendar invites** in advance to ensure time is scheduled and not forgotten about, that works for both participants.

For **Flash mentoring pairs**, each pairing is unique and you may require more time after getting to know each other to discuss anything currently on your mind that you may want guidance on. You can also reach out to any of the flash mentors post your meeting to follow up with them about anything.

Subsequent meet ups

Once you have had an opportunity to get to know one another, use each subsequent meet up as a chance to:

- check-in with one another (how are you feeling – stressed, high workload, unmotivated, excited and WHY),
- what sort of things do you have going on, what work are you involved in currently?
- what have you found challenging since your last meet up and what have you found beneficial? Any new opportunities/issues you need guidance on? Discuss these and explore any ideas or suggestions on how to move past the challenges (support, strategize, set goals) or what can be learnt from the opportunities that have arisen?
- Check in on your purpose for mentoring, if anything in the big picture has shifted since you began, how the mentoring structure is working, and if anything needs adjustment.

Preparation/Reflection

In between each **Mentoring Meet up**, it is recommended that both the mentor and mentee take notes on things that are happening around them and what they want to share or reflect on, to bring to the next meet up.

Flash Mentoring Pairs may want to reach out to their mentors/mentee's post their catch up after having some time to reflect and can organise a follow up session if they wish, before they are paired with a new mentee/mentor. It is up to each pair to decide the arrangements they are happy with.

Don't forget we encourage this as a two-way street and we encourage mentees to share any advice/thoughts or ask questions their mentors may find of benefit.

Getting to know you!

As a way of getting to know you, below are a few questions you can fill out and we can send to your mentor/mentee as part of the introductory email.

When did you first realize you were interested in integrated catchment management and why?	
Have you lived and worked overseas or interstate? What did you do?	
What do you find motivates you?	
Who is your nature-loving hero and why? (Professor? Parent? Friend?)	
What other hobbies or interests do you have?	
If we had to know one thing about you, what would it be?	
If you weren't in integrated catchment management...what would you do as an alternative career?	
#fieldworkfail Have you or when have you experienced a failed fieldwork or work trip? What happened?	
If you won the lottery tomorrow, what would you do?	

Stay in touch

Communication is key! We have created an RBMS Mentoring Program Group on LinkedIn which you will receive an invitation to join. If you are not currently on LinkedIn, it is a great space that enables greater connection with your industry, you can create your career profile, follow the latest news,



W: www.rbms.org.au
E: info@rbms.org.au

research and stories from people within integrated catchment management and associated disciplines. The group will be a shared space for participants to post questions for feedback/advice, share their own news, stories, articles and general conversation.

End of Program Feedback

Full name:	
Mentor or Mentee	
Were you in an assigned pairing or flash pairing arrangement?	
How did you find your mentoring relationship/s? Was it beneficial to your personal and professional development?	
How did this mentoring program benefit you the most?	
How did this mentoring program benefit you the least? What did you find challenging?	
Overall – how would rate the RBMS Mentoring Program?	<p>1- OK – somewhat met my needs but see my feedback below for how you might improve it <input type="checkbox"/></p> <p>2- Good – It was well run and I enjoyed the program. I have a few ideas about how to improve the program. <input type="checkbox"/></p> <p>3- Great. No improvements needed. Looking forward to staying in the program. <input type="checkbox"/></p> <p>4- Fantastic. Can't wait to tell others about this and encourage them to join <input type="checkbox"/></p>
Feedback – where do you think we could improve?	
Do you have any suggestions/ideas for inclusion in future programs?	
Are you interested in staying on in the program? If yes, do you want to stay with your current mentor/mentee, or shuffle?	