



## **AFP SOUTH CAROLINA LOWCOUNTRY CHAPTER Mentoring Program**

### **A GUIDE FOR MENTORS**

***Teachers open the door. You enter by yourself.***

--Ancient Chinese Proverb

#### **Suggested Course of Action**

1. Mentor makes the initial contact with mentee to arrange a meeting

- Meet initially to get to know one another.
- Consider establishing goals and objectives for mentoring relationship at this meeting or set a second meeting to do this in more detail. Also discuss how the relationship will proceed.
- Set a date for a second meeting.

2. Second Meeting Suggestions

- Continue the get to know each other process
- Mentee provides overview of career goals and objectives
- Mentee further clarifies expectations from the relationship
- Mentor reviews their background and experiences to better define the relationship
- Establish ongoing meeting structure. The suggestion is to set a regular time to meet at least once a month. However, it is the mentee's responsibility to determine the frequency of meetings, their focus and so forth.

3. *Possible* Forward Topics, Activities, etc. (these are just suggestions, choose what works for you):

- Attend one AFP Lowcountry Chapter event together that is not a regularly scheduled monthly meeting (Audio-Conference, Roundtable Luncheon, Summer Conference)
- Clearly define and write career goals including milestones and the steps to get there
- Mentor and mentee attend a business or networking event together  
Career Planning – possible paths, ways to get there
- Problem Solving – What are the biggest hurdles facing the mentee within his/her organization?  
Within the field of development?
- Explore Your Strengths – The mentee should consider his/her strengths and how they relate to different career paths in development. Networking Beyond
- AFP – What else is out there for a development professional?

#### **Ongoing**

- Provide encouragement, advice and counsel
- Share information regarding development events/workshops/seminars
- Assist with further defining the mentee's personal career objectives