

WOMEN COMMUNICATORS OF AUSTIN

Demystifying Mentorship...



...for mentees

*"Mentoring is a brain to pick, an ear to listen,
and a push in the right direction."*

- JOHN CROSBY

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Having a mentor can enable you to learn from others' experiences and possibly create a relationship with someone who will be available to help guide you as you grow in your career.

Can I be a mentee?

Everyone is a mentee, whether you're a student or already working, a stay-at-home mom choosing to go back to work in communications or wanting to change direction. No matter your age, your stage of education, years of experience, your role in communications or your familiarity with other fields, you can continue to grow and learn by benefiting from others support and knowledge.

How do I become a mentee?

Sign up for a mentor on Women Communicators of Austin (WCA)'s website – www.wcaustin.org. You must be a Professional or Student Member of WCA to receive this benefit.

When/where should I be mentored?

The choice is yours. Face-to-face over coffee, lunch or happy hour, on Skype, or via e-mail or phone conversations.

What is the process?

1. Initial Connection

Once you've signed up for a mentor, your mentor will contact you by phone or e-mail to establish the initial connection. You should be prepared to answer the following:

- What are you looking to gain from this mentorship?
- What are some challenges you've encountered and want help with?
- What are your overarching career goals?
- What method of communication is best for you?
- Is this the right fit? If so, when do you want to have your first mentoring session and where?

Don't hang up the phone until you have scheduled your first meeting!

2. Mentor Sessions

- Get to know each other (and it shouldn't be all about work!).
- Discuss your most pressing issues and establish ways your mentor can help you.
- Express your commitment to this process.
- Discuss some action items to accomplish before your next mentor session. This could be something as simple as following up on some book recommendations or other resources suggested by your mentor.
- If your mentorship is going to continue beyond one meeting, establish frequency and nature of sessions.

3. Next Steps – Building the Bridge or Closing the Loop

- It is your responsibility to stay in contact with your mentor following the first session. Something as simple as an email each month will suffice.
- It is also your responsibility to coordinate future meetings with your mentor.
- Routinely evaluate what you can continue to gain from your mentorship. Remember your mentor is a volunteer and has other commitments and limited time.
- If you feel you've gained what you need, thank your mentor for her time and end your mentorship by emailing students@wcaustin.org if you are a student and emailing wcamentors@wcaustin.org if you are a professional member of WCA.
- If you have the time, please share a testimonial about what you've gained through your mentorship experience.