

# Mentoring Basics for Mentors

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| <h2>Helpful skills</h2>                               | <ul style="list-style-type: none"> <li>• Open-mindedness</li> <li>• Good listening</li> <li>• Asking powerful questions</li> <li>• Empathy</li> <li>• Intuition</li> <li>• Detachment</li> <li>• Passion</li> <li>• Seeing the bigger picture</li> <li>• Curiosity</li> </ul>   |
| <h2>Techniques a mentor can use</h2>                  | <ul style="list-style-type: none"> <li>• Help a mentee come to an answer, rather than providing the answer.</li> <li>• Ask permission to voice an opinion and then put your point of view forward as a theoretical possibility.</li> <li>• Meet the person “where they are.”</li> <li>• Ask a lot of questions.</li> <li>• Be mindful of objections and evasion.</li> <li>• Acknowledge emotions and feelings.</li> <li>• Follow the mentee’s agenda.</li> <li>• Do not be attached to the outcome.</li> <li>• Tell the truth; be honest about your own feelings and state of mind.</li> <li>• Be aware of cultural differences.</li> </ul> |
| <h2>Activities a mentor could engage a mentee in</h2> | <ul style="list-style-type: none"> <li>• Help mentee define their goal(s).</li> <li>• Help mentee manage risks – identify traps or potential obstacles.</li> <li>• Help mentee manage priorities, capacity and resources.</li> <li>• Help create an action plan.</li> <li>• Review and adjust action plan.</li> <li>• Coach and inform: being new to this environment, the mentee may not be able to see an answer obvious to you.</li> <li>• Use inquiry – leave the mentee with a question to ponder between sessions.</li> <li>• CELEBRATE!</li> </ul>   |

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