

# MENTORING



# WHAT IS A MENTOR?

In Greek mythology, Mentor is Telemachus's tutor and a friend of Odysseus.

A mentor is, by extension, an **experienced, attentive, wise** and fully trusted advisor.

"Mentoring" should not be confused with "coaching", as these are two different concepts.

Working with a mentor means embarking on a **collaborative approach** that involves **discussion** and **learning**, with a view to helping the participant to reach the next level and develop their plans.

*"Mentoring is a voluntary, supportive relationship between two people with no hierarchical or functional links but where one is more experienced than the other.*

*This supportive relationship requires regular meetings for a given period of time (generally one meeting a month for between six months and a year), during which the less experienced person, known as the mentee, raises questions and topics for discussion to which the more experienced person, the mentor, will provide the benefit of their personal and professional experience."*

*Catherine Thibaux, Le mentorat dans tous ses états (Mentoring in all its forms), Groupe Studyrama, 2022.*

# EM NORMANDIE ALUMNI MENTORING

EM Normandie Alumni offers a mentoring programme to **life member students (U3, M1, M2, BMI3)** and **recent life member graduates from the class of 2022**, which involves setting up a pairing between a mentor and a mentee.

Mentoring is a **voluntary** activity provided in a spirit of **mutual aid** within the community.

The mentor shares their experience and advice on their specialist subjects, helping the mentee to develop their career plan and their entry into the workforce.

The aim is not to find them an internship or a job, but to help them in their approach and give them the opportunity to discuss their plans with a professional in a supportive environment.

The mentor and mentee agree on an appropriate mentoring timeframe (six months is the recommended minimum).

The mentee might have just one specific question they wish to discuss with their mentor in a one-off meeting. This is known as **flash mentoring**,

# MOST POPULAR TOPICS FOR MENTEES

- ✓ My studies were quite general and now I don't know which path to choose
- ✓ I'd like to be well prepared for my company search (for my internship, work-study programme or first job) in terms of the process I need to follow and what soft skills to highlight
- ✓ I'd like to know more about a particular sector or profession and whether I'm the right fit
- ✓ My career plan involves working internationally but I'm not sure how to get started
- ✓ I'd like to start building my professional network but I'm not comfortable contacting professionals
- ✓ I'd like to launch my own business but I don't know where to start
- ✓ I'm about to start a new job and I'd like some support to I can hit the ground running
- ✓ I'd love to meet some professionals and discuss their career path with them
- ✓ I have a specific business question that could be answered in a single discussion (**flash mentoring**)

# WHAT MAKES A GOOD MENTOR

- ✔ **Empathy:** being kind, positive and attentive to the mentee in an impartial and considerate way,
- ✔ **Professionalism:** planning meeting topics and setting goals,
- ✔ **Trust:** successfully building a relationship with the mentee.

# WHAT MAKES A GOOD MENTEE

- ✔ **Self-assessment ability:** being prepared to identify support needs, able to take stock of strong points and areas for development and to define goals. Being mentally prepared for receiving outside perspectives and advice,
- ✔ **Engagement:** committing fully and wholeheartedly to a process over a given period of time,
- ✔ **Soft skills:** always behaving in a professional way, being diligent and adhering to the goals set by the mentor.

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# HOW IT WORKS

- ✓ One student paired with one graduate
- ✓ Purely voluntary
- ✓ Objectives are agreed jointly during the initial meetings and this should continue for a minimum of six months (except for flash mentoring, where a specific question is answered in a single discussion)
- ✓ Commitment to attending all planned meetings (ideally once a month)

# MENTOR RULES OF ENGAGEMENT

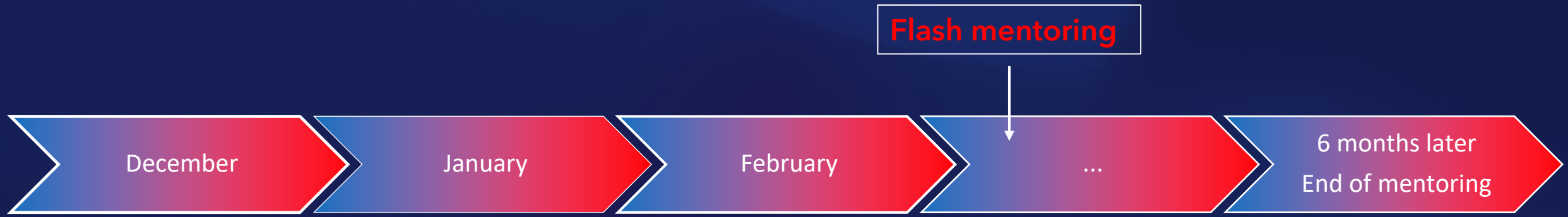
- ✓ Update profile on the alumni site,
- ✓ Listen, advise and encourage mentee to help them achieve their goals,
- ✓ Keep discussions completely confidential,
- ✓ Contact the Alumni team if queries or problems arise,
- ✓ Respond to requests from the Alumni team for a mid-term review and a summary report at the end of the mentoring period,
- ✓ Commit fully to the mentoring period.



# MENTEE RULES OF ENGAGEMENT

- ✔ Select their mentor and make first contact (or contact the Alumni Association if they're having problems finding a mentor) and contact the Alumni team for help if they experience difficulties finding a mentor.
- ✔ State expectations and needs clearly to the mentor,
- ✔ Prepare for each meeting with the mentor and keep them informed of progress towards objectives,
- ✔ Keep discussions completely confidential
- ✔ Contact the Alumni team if problems arise,
- ✔ Respond to requests from the Alumni team, providing a mid-term review and a final summary report,
- ✔ Commit fully to the mentoring period,
- ✔ Keep their mentor informed of progress at the end of the mentoring period.

# PLAN



Platform opens for mentor signup

Platform opens for student signup and mentor selection

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Start date for mentoring period to be agreed by mentor and mentee

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Mid-term review and final summary report

# CONTACT



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