



Mentor introduction session

Durham University
Leadership Academy
2024-2025



Key Features

- Interactive workshops and Speaker Series
- Networking events
- Online and reflective toolkit
- 1:1 mentoring
- Think Tank
- Residential Weekend
- Leadership Community
- Certificate of accomplishment and reflection



Date	Event
1st or 9th October	Introduction to Leadership
17 or 22nd October	Mental Health training for student leaders
24th October	Accountability speaker series
14th November	Managing teams and conflict resolution
19th November	LinkedIn workshop
20th November	CV workshop
26th November	Entrepreneurship speaker series (Q+A/Think Tank)
29th-1st November/December	Residential weekend
10th December	Growth Mindset and resilience

Date	Event
21st January '25	Negotiation speaker series
3rd February '25	Networking event, London and Think Tank
13th February '25	Cultural intelligence speaker series
18th February '25	Inclusive leadership workshop
6th March '25	Change Management speaker series
June '25	Celebration and awards event, London

Mentoring process

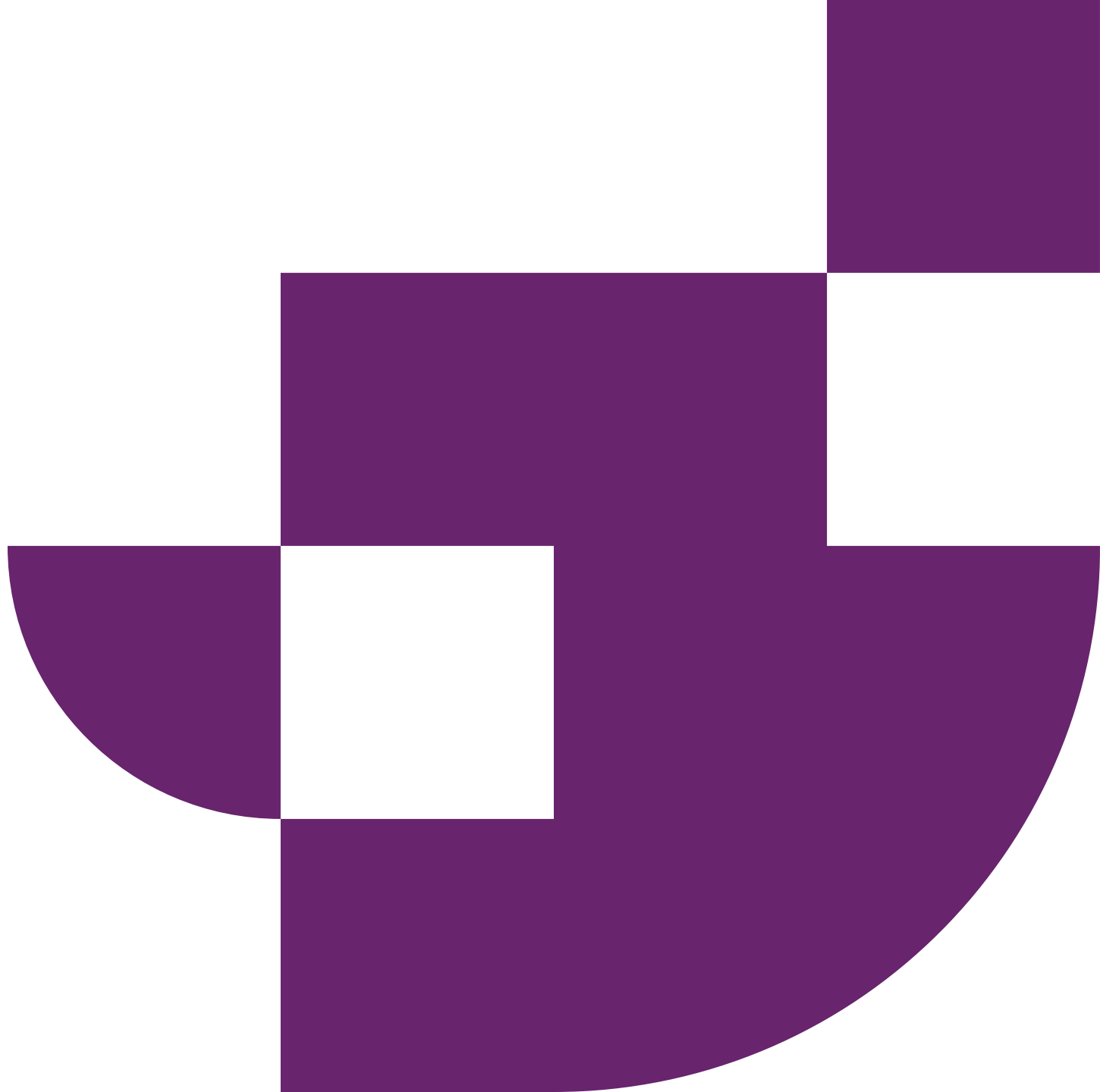


What should the mentoring relationship be?

- Informal
- Goal-orientated
- Supportive
- Sounding board
- Provide constructive feedback
- Teacher and advisor
- Sharing experiences and knowledge
- Role model

What mentors are not

- Not a parental authority
- Not a counsellor
- Not an academic advisor
- Not expected to hold all specialized help.



The role of the mentor is to help with:

1. Personal development
2. Development as leaders
3. Future and careers

Safeguarding and confidentiality

Information shared with mentors is confidential within the University context.

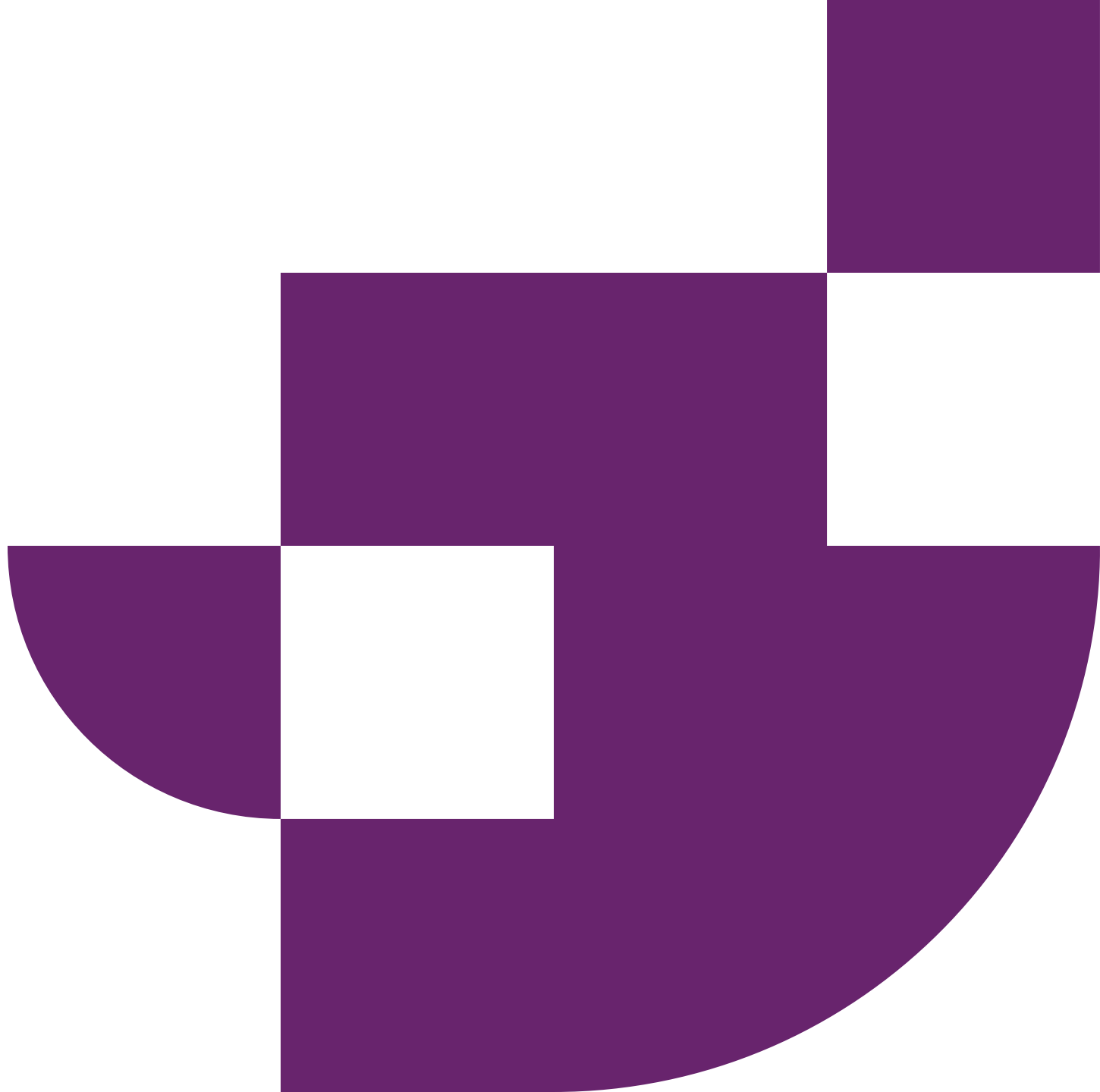
Urgent or worrying situations require sharing relevant information with the Leadership Framework Team (Brom and Chantelle).



The practicalities

Matching

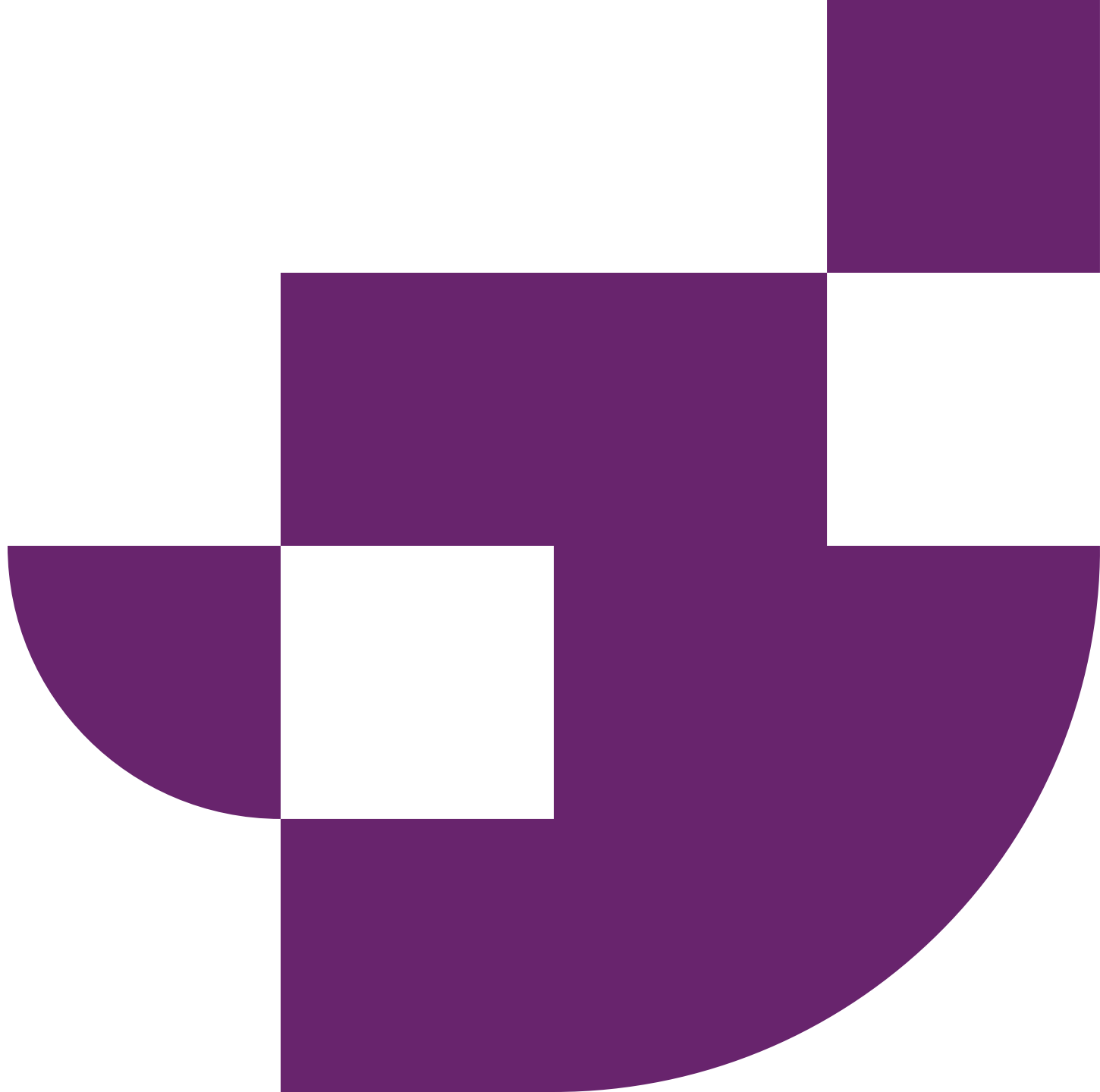
Generally, students are matched to the mentor based on either their leadership role, career aspirations and/or areas of interest



The practicalities

Time commitment

- Contact with mentee once every six weeks
- The relationship duration is from October through to the end of June.
- Networking events



The practicalities

Onboarding

- Sign volunteers' agreement
- Complete our mentor information form
- Attend induction session with a member of the leadership team

Mentoring agreement

We have freely agreed to enter this mentoring partnership that will be beneficial to both parties involved. The majority of the partnership will be focused on development opportunities and activities. We agree on the following points:

The aims of the partnership

The focus of the mentor/mentee partnership is to resolve the following issues:

The role of the mentor is to...

The role of the mentee is to...

The meetings

The mentoring partnership will last for _____ months. This time scale will be assessed every three to six months and we will agree to end it amicably when we are satisfied that we have achieved the intended result and aims.

We will meet at least once every _____ weeks. Once we have arranged and confirmed these meeting times, they should not be cancelled unless due to extenuating circumstances. The date for each subsequent meeting will be agreed at the end of the meeting before.

Every meeting will last at least _____ minutes but no longer than _____ minutes.

Between meetings, contact will be made no more than once every _____ weeks/days either by email and/or telephone.

We agree that the content discussed in these these meetings will remain confidential.

The mentor agrees to give honest and constructive feedback to the mentee during these meetings and the mentee agrees to be receptive to feedback.

Date: _____

Mentor's signature: Mentee's signature:

Date of Review: _____

Preparation and Reflective Toolkit

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Any questions?

