

FSAA Mentoring Program - Tips

Making the most of your mentoring experience

- Planning and preparation are crucial for you to get the best of your sessions
- Carefully consider why you need a mentor and what you wish to achieve through the relationship
- Allocate sufficient time for preparation in between each mentoring dialogue and be dedicated to the process
- Be proactive, own the process
- **You** are responsible in driving the mentoring relationship
- **You** need to set goals, develop action plans and follow through on them independently
- You will exercise your own judgment in light of advice from your mentor
- You need to accept full responsibility for your own actions and plans
- It is not an expectation that the mentor is subsequently required to find you a job or to be your promoter
- You are required to take an active role in reviewing both progress and the mentoring relationship
- Be open to challenge and feedback
- Be open to new learning and feedback
- Be open to being challenged and having your assumptions questioned
- Maintain respect and manage expectations
- Maintain a professional relationship with the mentor, accept your mentor is a more experienced colleague and not a personal counsellor
- Have realistic expectations of the mentoring relationship and the availability of the mentor
- Maintain the confidentiality of discussions, except where agreed



FSAA Mentoring Program – Tips (cont'd)

Other Tips

- Meet with your mentor at mutually agreed times
- Drive the mentoring relationship by deciding which issues and concerns you wish to discuss. Mentoring discussions can be held face to face, via Zoom or over the phone
- Go to meetings with an agenda of what you would like to discuss
- Keep the relationship informal and open.
- Be open to constructive feedback and keep your mentor advised of subsequent courses of action, where appropriate.
- Make effective use of your mentor's time by having focused sessions, at times it is advantageous to send your mentor the agenda prior to meeting
- Remember that the mentor is giving his/her time and advice freely, but also are a very busy industry professional – stick to your set times

Advantages of being mentored by an industry professional

- The opportunity to learn from an acknowledged leader in the Foodservice industry
- The opportunity to make your own decisions based on what is learned
- Expanded career development and advancement potential
- Working with someone who can understand the issues you face



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