A UN Mentoring Programme
Orientation Webinar – Mentors
17.03.2021

Time: 9:30-11:00 AM (EST)
Please check that you are muted, thank you!
Winner of the 2020 SG Award: Changing the Way We Work

Together Mentoring

Took together: A UN Mentoring Programme

Paired through an online platform

...Thank you, UN HR, for this opportunity...at a time when people were feeling isolated and left out.”

Sumeet Saxena, Chief
Macroeconomic Policy and Analysis Section - ESCAP
Mentor and Mentee
Agenda

1. The Participants – Who are you?
2. Timeline / Next Steps
3. How will I be paired?
4. Available Resources
5. General Mentoring Guidance
6. Q&A and Closing
Participants

Mentors and Mentees

1,291

Gender

- Female 62%
- Male 37%
- Prefer Not to Say 0.8%
- Identify In Another Way 0.2%

Across the UN System

- 125 Entities
- 185 Duty Stations
- 30 Non-Sec

UN years of experience

18,524+
What are mentees looking for?

Top 3 goals they selected:
1. Develop new ideas about moving up or laterally in the Organization
2. Improve management/leadership skills
3. Expand professional network

Top 5 skills mentees would like a mentor to have:
1. Thinking and Leading Strategically
2. Managing for Results
3. Planning and Organizing
4. Accountability
5. Teamwork
Timeline

1. Registration
   (15 February – 1 March)

2. Orientation Webinars
   (16-17 March)

3. Pairing
   (22 March - 2 April)

4. First Session
   (22 March - 2 April)

5. Relationship Building
   (March – July 2021)

6. Feedback
   (August 2021)
How will I be paired?

- Together uses an algorithm to pair mentee and mentor preferences and capacities.
- Mentees will be able to choose among dozens of suggested mentors.
- Aspects that affect pairing:
  - Language preference
  - Programme goals
  - Competencies/skills
  - Topics for discussion
  - Favourite activities
  - Time in the UN
  - Job network
  - Job level/grade

- Mentors and mentees review each other’s profiles and play an active role in the pairing process.
Important Pairing Tips for Mentors

- Remember to **frequently check inbox** and email during the 2-week pairing period
- Accept/decline mentee requests **within 3 days** of the request
- **Filter** through mentee requests to ensure best fit
- Once you have approved mentee request you will be able to **schedule your first session**
Resources

Mentee Handbook

Session agendas

Compiled list of relevant online courses, articles and videos

Customized videos on using the Together Platform

Frequently Asked Questions (FAQs)
What makes a good mentor?

Our mentees believe these are the most important qualities a mentor should have:
General Guidance

The foundation of a great mentoring relationship:

- Trust
- Respect
- Communication
General Guidance

Key components of an effective mentoring relationship:

1. Role Modelling
2. Independence and Collaboration
3. Exchange of Knowledge
4. Mutual respect and trust
5. Open communication and accessibility
6. Goals and challenges
7. Passion and Inspiration
8. Personal Relationship
General Guidance

What does a mentor do?

Advises
Shares institutional and professional wisdom, provides input on performance, makes suggestions.

Coaches
Helps the mentee learn new skills and practice new behaviours.

Supports
Actively listens, explains unwritten rules, and acknowledges disappointments and triumphs.
General Guidance

How to be a great mentor?

1. Actively Listen
2. Deliver honest feedback
3. Connect and provide opportunities
4. Establish mutual respect
5. Be present and open
General Guidance

Do’s and Don’ts of being a mentor:

**Do’s**

1. **Set realistic expectations**
2. Listen, listen, and then listen some more
3. Keep an open mind
4. Encourage your mentee to become a mentor themselves – by example

**Don’ts**

1. Act like you know more than you do
2. Take your role lightly
3. Attempt to solve all your mentee’s problems
4. Take over
5. Use undue influence
General Guidance

As a mentor, you will get the chance to:

1. Open up new informal networks
2. Grow through sharing and reflecting
3. Gain new insights and perspectives
General Guidance

Mentoring Sessions: a few tips

- This is a **mentee-driven process**, which means mentees will be responsible for scheduling and preparing each meeting. Nevertheless, we encourage you to review the session agendas and suggest some exercises/topic you think will benefit your mentee.

- **Shadowing** can be a great learning experience for your mentee and it is easy to do when working from home. Whether the mentee shadows the mentor, or vice versa, be sure to introduce whoever is shadowing you on your meetings.

- **Reverse it**: reversing roles in a mentoring relationship can be fulfilling and fun. Your mentee may have expertise on a topic or specialized skills that you’d like to learn more about. Explore with your mentee what they could share with you during a session.
FAQ's

1. What do I do if the mentee who chose me is not a good fit or I do not have the capacity?

2. What do I do if I missed the approval for my mentee?

3. How do I effectively prepare for my session?

4. Do I need to complete feedback? Does this get shared with my mentee?

5. What happens if I am not getting emails?
Write your questions in the chat-box. Or raise your hand to speak.

Please answer a one-minute feedback survey on this session.

Use the QR code or click the link in the chat-box to access.
Closing

Thank you!

Contact us at mentoring@un.org

Resource Links

The link to the resources on the HR Portal are here: https://hr.un.org/together-resources

The link to the same resources on the platform are here: https://my.togetherplatform.com/user/programs/vn6mB2tEy4kq2tbY9wV/resources

Navigation Links

The link to your profile is here: https://my.togetherplatform.com/user/profile

The link to the HR Portal is here: https://hr.un.org/mentoring