



together

**A UN Mentoring Programme
Orientation Webinar – Mentees
Date: 16.03.2021**

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



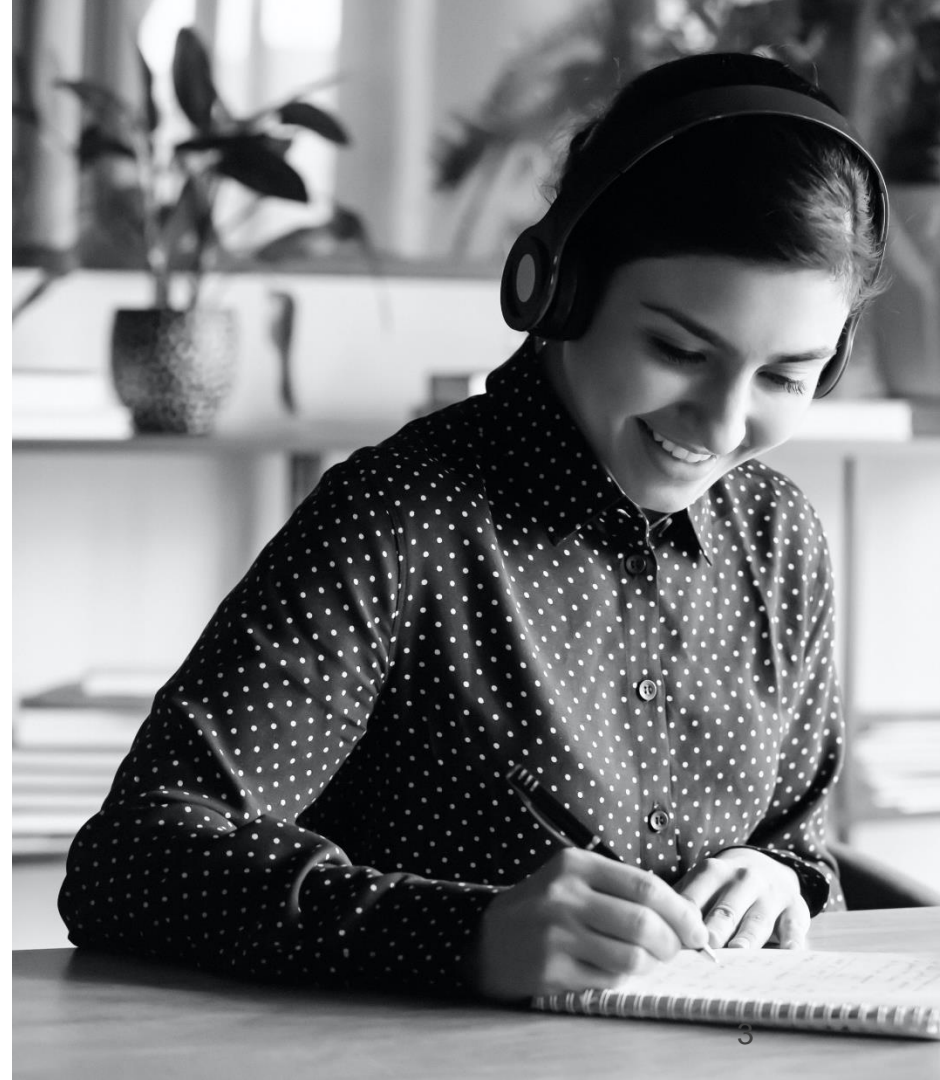
Together Mentoring





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. Closing and Q&A

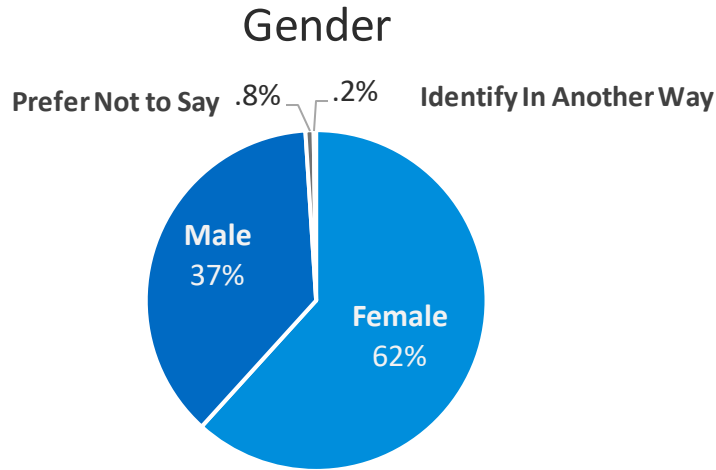




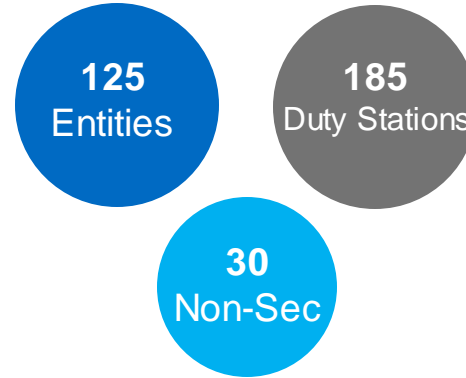
Participants

Mentors and Mentees

1,291



Across the UN System



UN years of experience

18,524+



What are mentors ready to offer?



Top 3 goals they are ready to help you pursue:

1. Develop new ideas about moving up or laterally in the Organization
2. Improve management/leadership skills
3. Improve data analytics and data management



Top 5 skills/competencies of your mentors:

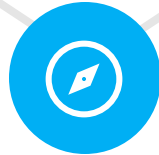
1. Planning and Organizing
2. Client Organization
3. Accountability
4. Managing for Results
5. Encouraging Integrity



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?

The platform suggests a list of mentors to mentees. How? It uses an algorithm that matches mentee preferences with mentor capacities. To ensure appropriate and relevant recommendations, several aspects are weighted such as:

- ✓ Language preference
- ✓ Programme goals
- ✓ Competencies/skills
- ✓ Topics for discussion
- ✓ Favourite activities
- ✓ Time in the UN
- ✓ Job network
- ✓ Job level/grade

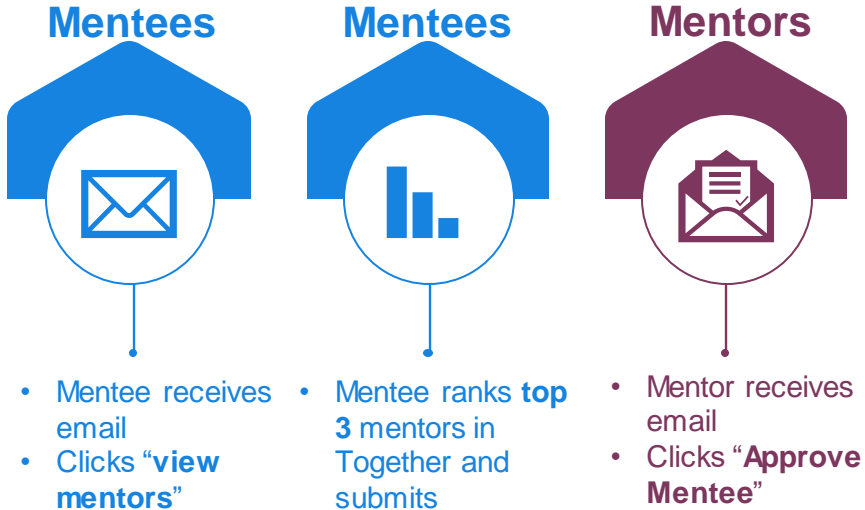


Mentors and mentees review each other's profiles and play an active role in the pairing process.



Pairing Tips for Mentees

Once Pairing Begins:



Tips:

- **Reflect** on what you want to get out of the programme
- **Set** appropriate **expectations**
 - Not linked to job promotions
- Thoroughly **check** mentor profiles to match your goals
- Understand that not all will be paired with their first choice; **keep an open mind**



Resources



Mentee **Handbook**



Session **agendas**



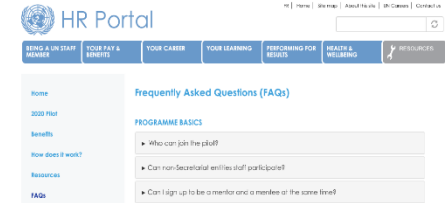
COURSE (14 MIN)
Mentoring Others
Learn simple techniques for becoming an effective mentor.



COURSE (55 MIN)
Being a good mentee
Get actionable advice on how to become a good mentee



Customized **videos** on using the Together Platform



Frequently Asked Questions (**FAQs**)

Compiled list of relevant online **courses**, **articles** and **videos**



What makes a good mentor?

You selected these as the most important qualities a mentor should have:



But what about mentees?



General Guidance

The foundation of a great mentoring relationship:



Trust



Respect



Communication



General Guidance

Key components of an effective mentoring 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

The impact of having a mentor:



Knowledge Transfer

Mentors offer a vast repository of experience and share their knowledge, work methods, and techniques



Straight Talk

Mentors are not there to sugar-coat advice. Their role is to help you make the best decisions. As such they will highlight the various outcomes of a decision will have, but they will also play the role of motivator and cheerleader.



Growth Opportunity

Mentors help you hone your soft-skills, break out of your comfort zone to make new connections, and gain valuable new knowledge about your business character.



General Guidance

Three goals that mentees should focus on:

Professional
Development

1

Committing to
Continuous
Learning

2

Building
your network

3



General Guidance

The top 5 qualities of being a great mentee:





General Guidance

Mentoring Sessions: a few tips

- ✓ This is a **mentee-driven process**, which means you will be responsible for scheduling and preparing each meeting. There are eight session agendas prepared for you. You can follow them or select your favourite exercises/topics and suggest to try them with your mentor.
- ✓ **Shadowing** can be a great learning experience and it is easy to do when working from home. Whether you shadow 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. You may have expertise on a topic or specialized skills that your mentor would like to learn more about. Explore with your mentor what could you share with them during a session.



FAQ's

1. How are mentors selected? How do I make sure my mentor is a good fit?
2. Why did I not get my first choice as my mentor?
3. How do I reschedule my session?
4. How do I prepare for my session? What are things *not to do* in my session?
5. What happens if I am not getting emails?



Questions & Answers



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/vn6mB2tEYp4kq2tbY9wV/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>