



## 2019 JLP Mentoring Program Confidential Expression of Interest to participate as a Mentor

Please complete the following information to assist us in matching you with a mentee:

Name: \_\_\_\_\_ Title: \_\_\_\_\_  
DOB: \_\_\_\_\_ Gender: Male Female  
Organisation: \_\_\_\_\_ Position: \_\_\_\_\_  
Contact No: \_\_\_\_\_ Work Email: \_\_\_\_\_  
Alt Contact No: \_\_\_\_\_ Alt Email: \_\_\_\_\_

Are you Aboriginal/Torres Strait Islander descent (optional, for matching purposes): Yes No

1. Describe any previous experience you have had in a mentoring relationship.

2. Why are you interested in being a mentor?

3. What goals do you have as a mentor? (Please provide any skills development you would like to achieve from participating in this program)

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4. What professional and personal attributes, skills and interests would you bring to the mentoring role?

5. Do you have any particular preferences or requirements we need to consider when making a match?

6. Are there particular characteristics you prefer from your mentee? (e.g., interests, gender, age, organisation, Aboriginal/Torres Strait Islander descent, etc.)

7. Please rank the following events in order of importance to you (1=high, 4=low).

Skills development.

Networking

Mentor/Mentee Training

Mentor/Mentee Meetings

8. How willing are you to carry out mentoring activities outside of working hours? (e.g. breakfast meeting, evening events?)

Breakfast meeting

Luncheons

Evening events

9. In the event of a skills development session, what do you think are the needs?

10. In which of the following areas do you feel you can assist your mentee?

Identify career pathways

Professional development directions

Supporting career development

Access to networks/opening doors

Cross organisation knowledge

As a Referral Agent

As a sounding Board

Assist with problem solving

Assist in goal setting

As a critical friend

Assist in decision making

Provide sponsorship

Advice (please specify below)

Generate options

Influencing and Negotiation skills

Other, please specify in the space below

11. If you have special dietary requirements, please provide details.

Please include a brief 'bio' (250 word limit) to accompany this expression of interest, with a paragraph about yourself, your interests and hobbies and a paragraph about your professional career. This will assist us to make the best match we can and will be destroyed on completion of the program.

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## Participant Declaration

I would like to take part in the mentoring program as a **Mentor** and agree to:

- Have this information used for matching purposes;
- Maintain confidentiality;
- Be available to participate in a short informal interview upon selection, if required;
- Attend the mentor induction;
- Attend the program launch;
- Have weekly contact with my mentee for the first six weeks and then on a needs basis as negotiated;
- Attend a group review and skills development activities as scheduled;
- Attend the final closure workshop and review; and
- Participate in the evaluation program.

**Please make a note of these dates in your diary**

<b>DATES</b>	<b>EVENT</b>
26 February 2019	Mentoring Program Induction Launch & Mentor and Mentee Initial Meeting
12 March 2019	Skills Development Workshop 1 - Goal Setting Workshop with Suzzanne Laidlaw
9 April 2019	Skills Development Workshop 2 - Why Mindfulness is better than chocolate with David Michie & Review Sessions
31 July 2019 - TBC	Skills Development Workshop 3
3 December 2019	Program Close and review workshop

Staff Member Name:

Staff Member Signature:

Date:

## Line Management Declaration

I support my staff member to become a mentor in the 2019 JLP Mentoring Program and understand and have discussed with them the requirements and time commitments of the program.

Line Manager Name:

Line Manager Signature:

Date:

Thank you for completing the expression of interest. You will be contacted on the completion of matching the participants.

Please email your expression of interest to [mentoring@joondaluplearningprecinct.com](mailto:mentoring@joondaluplearningprecinct.com)

**Applications close 12 February 2019**