



# RECOMMENDATIONS

**for Mentors**



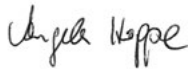
MENTORING – A POWERFUL  
TOOL OF HUMAN RESOURCE  
DEVELOPMENT

**Dear mentors,**

Welcome to our mentoring programmes at University of Greifswald. You have agreed to pass on your knowledge and experience to a young and excellent mentee and to accompany her as a mentor on her personal career path over a specified length of time. These recommendations aim to provide you with guidance for the role you assume as a mentor. Thank you for committing to the mentoring programme, we are looking forward to working with you. Please do not hesitate to contact us should you have any further questions.



**Annette Ehmler**  
Programme Manager  
KarriereWegeMentoring  
University of Greifswald



**Angela Hoppe**  
Mentoring Advice Office for Mecklenburg-Vorpommern  
KarriereWegeMentoring  
University of Greifswald



## OUR UNDERSTANDING OF QUALITY FOR MENTORING

**We are convinced** that mentoring is a successful and gender-specific instrument of human resource development for young women aspiring to leadership positions.

---

**We appreciate mentoring** for being based on the mentee's own initiative and responsibility for her own personal development.

---

**We witness mentoring relationships** that are beneficial for both the mentee and the mentor.

---

**We know** that the true potential of mentoring unfolds through trustful, respectful, and non-hierarchical relationships between mentees and experienced leaders.

**We value** transparent support relationships that are part of a public programme. Mentoring channels the early dissemination of informal, career-relevant knowledge.

---

**We experience** that mentoring provides momentum for transformation processes of the respective organisational culture and enriches the understanding of career conditions.

---

**We observe mentoring partnerships** that challenge mentees to address their career prospects from an early stage.



I  
❤️  
RAIN



## BY TAKING ON THE RESPONSIBILITIES OF A MENTOR,

**you are willing** to provide time, personal commitment, and trust to a mentee; and are interested in strengthening her competencies and contributing to her learning process;

---

**you are prepared** to pass on your career and life experiences and to grant insights into your field of work and work tasks;

---

**you are familiar** with transformation processes and have gained experience of leadership and executive duties that are characterised by challenges, success, but also crises;

**you are equipped** with access to professional networks and an extensive range of contacts and can envisage using them as a door opener for your mentee;

---

**you are interested and appreciate** new perspectives provided by a mentee, and consider this an enriching aspect of your mentoring partnership.

## AS A MENTOR, YOU GET THE CHANCE

to reflect on your own career path  
through the **questions of the mentee**;

---

to expand your strategic partnerships and  
personal networks through **new contacts**;

---

to gain new stimuli and suggestions for your own  
work through the **interaction with the mentee**;

to strengthen your **own advisory  
and leadership skills**;

---

to contribute to **equitable  
human resource development**.

*Young female academics are often very conscientious of their responsibility and want everything they do to be perfect. This usually puts them at a disadvantage. I would recommend future mentors advise the young women to be a little selfish and to place their own research at the centre of their work. Encourage young female academics to develop persistence and not to be deterred by anything!*

”

*Mentor and Professor of Linguistics*



*My experience of mentoring by far surpassed my positive expectations of the mentoring relationship. This format is something quite unique and an invaluable asset to my future.*

**Former Mentee**

”





## YOUR MENTEE PROFITS FROM

### **Your expertise and your guidance.**

You can voice your own opinion to answer the mentee's questions and issues regarding work and provide her with advice based on your own experience.

---

### **Your critical and respectful feedback.**

You can remind the mentee of her strengths and provide constructive impulses with regard to her competencies and development potential.

---

### **Your advice on important decisions and your strategic recommendations.**

You can use your experience to support your mentee, particularly when it comes to career questions. You can discuss potential hurdles and point out various courses of action.

### **Your ability to open up doors and networks.**

You can also discuss with your mentee how she can gain lucrative, long-lasting contacts herself.

---

**Your encouragement** to confront challenges, carry on, or even change course.



## AS A MENTOR YOU CAN EXPECT

**the mentee to prepare carefully for the first contact or meeting.** Mentees will clarify their specific objectives or questions in an introductory workshop;

---

**the mentee to make an active contribution to the mentoring partnership** and to feel responsible for her interests and attaining her goals, as this is critically important for the success of the mentoring process;

---

**the first meeting to provide a chance to see** if you do both want to collaborate and if you have similar expectations;

**that you will both determine how much time you can invest.** You also clarify how you will exchange with the mentee (frequency and duration of meetings, email, phone, or Skype). These arrangements will be recorded in a mentoring agreement provided by the programme coordinators;

---

**us to accompany you both during the mentoring programme.** For instance, let us know if you have run into any problems in your mentoring partnership. A mentoring relationship can be terminated at any time. Please contact us if you have suggestions or questions.



”

We are continuously refining our mentoring programmes in order to be able to ensure high standards and plan sustainably. To this end, we carry out regular evaluations.

**We would be delighted if you would support us in this endeavour.**

**Annette Ehmler**

Programme Manager  
KarriereWegeMentoring  
University of Greifswald  
ehmler@uni-greifswald.de

**Angela Hoppe**

Mentoring Advice Office for Mecklenburg-Vorpommern  
KarriereWegeMentoring  
University of Greifswald  
Tel.: +49 3834 420 13 27  
mentoring@uni-greifswald.de

© Photo credits: Vincent Leifer, Katrin Freund, Silke Paustian