

R.I.S.E. Mentor Connect

Eleos Family Services



"Together We Can"




R.I.S.E.

Reach - help employees to explore and identify interests and passions and set personal and professional goals.

Inspire - help employees to build professional competencies and grow in the career direction that's right for them.

Succeed - help employees to expand their knowledge, skills, expertise and to achieve their personal and professional goals.

Empower - help employees to make decisions and take action to achieve their , our company, and youth, adolescent and individuals goals. It also involves trusting and understanding that their actions are in line with those goals.



What is a Mentorship Program?

- Mentorship at Eleos is a relationship between two people where a mentor provides guidance and advice to a mentee to help them grow professionally.
- Mentorship intends to help the mentee develop skills, navigate challenges, and achieve their goals.
- Mentors can share their experiences and knowledge, while mentees can discuss their personal life and goals. These conversations can lead to the development of trust and respect, which can create a more welcoming work environment.



Why have a Mentorship Program?

Our mentoring program aims to create a culture of continuous learning and knowledge sharing, aiding in culture alignment, consistency of care among staff, career advancement for mentees and providing mentors with leadership experience.

Mission: What is the purpose of the program?

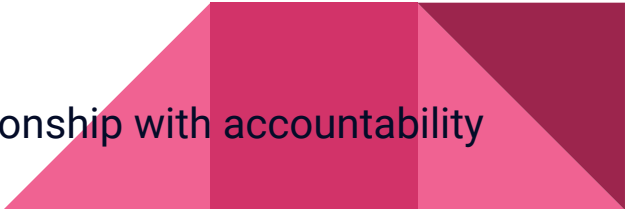
“To improve the quality of life of the people you serve, develop staff committed to our company’s values, empower and encourage staff”

Vision: How will we do it?

“Connecting mentors and mentees to cultivate and grow professional mutually beneficial relationships.”

Goal: What do we want to accomplish?

The goal of the mentoring program is to establish a trusting relationship with accountability and responsibility from the mentor and mentee.



Impacts




Benefits

Human Connections: Mentors and mentees can develop trust and respect through conversations about their experiences and goals. This can lead to a more welcoming work environment.

Professional Growth: Mentees can gain new skills, knowledge, and guidance from their mentors, which can help them improve their performance and reach their goals. Mentorship programs can also help junior employees learn about different career paths.

Continuity of Care: Consistency in our staff's approach towards ensuring that Person-centered support occurs with a high quality of care.

Company Culture: Strengthen our company's culture of connection, collaboration, continuous learning and knowledge sharing, aiding in career advancement for mentees and providing mentors with leadership experience.




Role of a Mentor

- Demonstrate appropriate professional skills, abilities, and judgment
- Clear understanding of their organization's mission statement, values, policies, and procedures and act accordingly
- Consistently convey the mentor/mentee relationship is safe, open, and confidential
- Celebrate the successes of mentees, and share what worked in similar situations




Responsibilities of a Mentor

As the mentor, you might be responsible for:

- Providing guidance and advice
 - Sharing your experiences and expertise
 - Helping your mentee identify their goals
 - Connecting your mentee with resources
 - Giving honest feedback
 - Consistently convey the mentor/mentee relationship is safe, open, and confidential
 - Celebrate the successes of mentees, and share what worked in similar situations
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Mentor Qualities

- Embody the mission of your organization
 - Minimum 1 year experience
 - Knowledge of policies and procedures
 - Review of previous performance evaluations
 - Positive rapport with co-workers and those receiving services
 - Problem solving skills
 - Communication skills
 - Record of dependability
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Responsibilities of a Mentee

As the mentee, you would be:

- Setting goals and taking action steps to achieve them
- Sharing progress and challenges with your mentor
- Listening to your mentor's advice and guidance
- Taking responsibility for your own success



Mentee Qualities

- Active listening: Creates a safe environment for sharing and risk-taking, and helps the mentee pick up on clues to tailor responses
 - Positivity: Having an enthusiastic attitude and being interested in academic growth
 - Constructive feedback: Carefully considering feedback and taking steps to make changes
 - Honesty: Valuing candid honesty
 - Respect: Being respectful of the mentor's role and time, and learning from their behavior
 - Willingness to learn: Being open to learning proactively and comfortable being stretched out of their comfort zone
 - Personal commitment – preparing for meetings with the mentor and following through with goals/objectives set, taking responsibility to learn
 - Flexibility: recognizing the need to accommodate changes as situations arise yet focused on the overall goal
 - Openness: willingness to accept feedback, discuss areas for improvement, and ask for help, as well as share one's needs and views with the mentor
 - Open-mindedness: willingness to consider different ideas or opinions, to try new things, and to accept different points of view
 - Initiative: ability to act or take charge to do something without being prompted to do so
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Being a good mentee

- **Be efficient and systematic.** Don't bring a long list of things you want the mentor to do for you.
- **Be considerate.** Schedule meetings ahead of time. Value your mentor's time. Don't expect the mentors to be available for you, whenever you want them.
- **Be trustworthy.** Don't treat your mentor as a source of gossip to pass on.
- **Be resourceful.** Don't expect the mentor to have all the answers to your questions.
- **Be proactive.** Bring up relevant matters to discuss with your mentor. Don't leave it to the mentor to decide on what to talk about every time.
- **Be realistic and learn from mistakes.** Don't blame the mentor when advice given does not work out.
- **Be curious and engaged.** Don't show disinterest, yawn, or rant during meetings.
- **Be responsible, work hard, and put in your best effort.** Don't forget what you committed to doing.
- **Be dependable.** Don't disappear into the void when your schedule gets crazy.
- **Be professional.** Don't ignore mentor's attempts to get in touch with you.

Mentor/Mentee Focus Areas

Leadership Skills

Communication Skills

Interpersonal Skills

Conflict Management

Problem Solving

Open Discussion


Role Play

Scenario Based




Engagement

For our mentor program to be effective, we must have collaboration and engagement from all levels of our organization:

- Management-level leadership
 - Administration
 - Managers
 - Front-line supervisors
 - DSPs & BTs
 - IICs & BAs
 - All other staff
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Matching Mentors & Mentees

Matching Mentors & Mentees will be the responsibility of the program facilitators.


- We will consider the communication styles, learning styles, personality characteristics, and hobbies and interests of the mentors and mentees, mentor and mentee match requests in order to make matches that are more likely to be successful.
 - Mentors are encouraged to reach out to the mentee before the onboarding process begins.
 - Mentors should express enthusiasm about the mentee joining the organization or the program and explain that they will be working together.
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Potential Success Barriers

Common barriers to success of a mentoring program include:

- Lack of commitment from company decision-makers
 - Lack of support from other stakeholders, such as supervisors and administrators
 - Inadequate support for mentors
 - Lack of transparency in the mentor recruiting process
 - Poor mentor selection
 - Lack of follow through
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Meet-and-Greet Discuss Topics

- **Define your goals.** What do you hope to achieve from this relationship, and from the first meeting itself? You may want to ask your mentor for help with a specific project, or you may simply want to get to know them better and learn about their career journey.
 - **Collect your initial thoughts.** In the lead-up to the meeting, find as much information about the other person's professional career as possible, and make a note of any specific questions you want to ask.
 - **Plan for logistics.** It's a great idea to go into your meeting with a calendar of your weekly commitments; you'll likely be setting regular meeting times with your mentor or mentee, and it's important to make sure these fit in with the rest of your schedule.
 - **Prepare some resources.** If there's something specific you want to achieve from the meeting, it can be helpful to come armed with some resources. This might be a presentation or article you want your mentor to look over or a list of challenges you need help with.
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Interested? Then let's get started...

To get started right away, please click on the following link to complete and submit the [Mentorship Form.](#)

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