



Mentor Guidelines

Mentors will provide a safe and neutral space for Mentees and take responsibility for developing the relationship and process of the meetings.

Mentors should plan on (3) three sessions with their Mentees within the next six weeks or less. These meetings can be by phone, messaging, video conference or in-person. If you are utilizing Zoom, MOPPA can provide complimentary access without time limits.

The Mentor will provide an outline and description of their class for marketing purposes. It is up to the mentor to determine how many mentees can participate. The Mentor will also provide the date, time, and length of the sessions.

Mentors will voluntarily provide advice and assistance, giving context so Mentees can understand “industry norms” to which they may not have yet been exposed.

Mentors should try to share stories of similar issues that Mentees are facing and share resources for solving their issues. “Teach them how to fish.” Help them develop long-range goals, learn new techniques, and tackle their challenges.

Mentors will offer encouragement and cheerleading, but not handholding. Ask open ended questions to encourage participation by the Mentees and look for teachable moments.

Mentors need to help the Mentees focus on the right problems. Watch for the subtext. There may be underlying issues that the Mentee does not yet recognize.

Mentors should structure their advice/assistance to the level that their Mentees are in their development/career and keep on track with the challenges discussed with the Mentees. Be sure to listen to your Mentees and know that they understand your conversations.

Mentoring relationships is not for everyone. As the Mentor, if you encounter issues contact a MOPPA board member who will work to find mutual solutions.