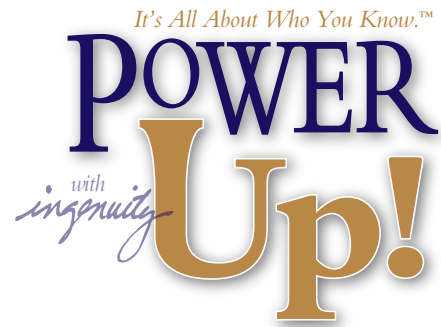


Mentoring Best Practices



Advice for Mentees

Be Proactive. Some companies have mentorship programs. If you are assigned a mentor, try to get the most value from that relationship. Ask your mentors out for lunch if they do not arrange a meeting. Ask them about their work, their history, and their perspective on different trends. If you are an interested and avid mentee, you will get help.

Seek. If your firm does not have a mentorship program, find one in your industry. Attend trade or industry functions and talk to the speakers. Join committees with senior members. Look at who writes articles.

Ask. This is the single most important thing you can do. If you want someone to be your mentor, there is only one way to organize it: ask them. Most people will be surprised, yet flattered. Expect a little “push back,” as that is normal with busy people. Many Baby Boomers are at the stage of life where they are now seeking to “give back” and mentoring someone is a way to do that. Not everyone will say “yes,” but the right mentor can make a huge difference to your career.

Clarify. Be sure you have a tangible mentorship in mind. Be clear about what you want: to take them to lunch once or twice a year, to be on their list for events or writing, to help them with a certain project. Make it clear that you are willing to help them in any way you can.

Advice for Mentors

Consider. Mentoring someone is a direct way to give back to the people and profession that has helped you.

Learn. You might learn a lot from your mentee. A few firms have a “Mentoring Up” program where younger people are mentors to older so that senior managers can improve retention and technology, and adapt better to change.

Clarify. When asked to be a mentor, ask potential mentees what they want from the relationship and logistical questions like how often they would like to be in contact.

Be Proactive. One of the things you learn over a long career is to organize in advance. Your mentee might be a little intimidated or overwhelmed. Set up meetings or contact regularly with your mentee. Maintain your commitment to the relationship even if the mentee forgets.