

# PROGRAM EXPECTATIONS

The Mentorship Program will:	Mentors will:	Mentees will:
<ul style="list-style-type: none"> <li>• Monitor the mentoring relationship throughout the duration of the match.</li> <li>• Keep your information confidential.</li> <li>• Be available to help mentor and mentee to ensure that the relationship runs smoothly and meets the program goals.</li> <li>• Provide orientation and tools for the Mentor to use during the mentorship relationship (see Mentor resources).</li> <li>• Provide resources and tools to the mentor and mentee (see Mentee resources).</li> <li>• Provide an opportunity to provide feedback during and after the program.</li> <li>• Notify you of related training or educational opportunities that may support you in attaining your professional development goals.</li> </ul>	<ul style="list-style-type: none"> <li>• Commit to being a mentor for the duration of the program, with the prescribed frequency.</li> <li>• Attending orientation for mentors.</li> <li>• Providing a basic frame for mentoring meeting (see Meeting Plans).</li> <li>• Assist the mentee in setting realistic goals (see Goal Setting Worksheet)</li> <li>• Direct your mentee to program resources, as relevant (see Mentee resources)</li> <li>• Provide the mentee with guidance on topics such as:               <ul style="list-style-type: none"> <li>○ navigating Canadian culture</li> <li>○ accomplishing goals</li> <li>○ employment opportunities</li> <li>○ building professional networks</li> </ul> </li> <li>• exploring alternative career options that meet their skill set</li> <li>• Meet the requirements for checking in and evaluation.</li> <li>• Ask your program representatives if you have any questions or feedback.</li> </ul>	<ul style="list-style-type: none"> <li>• Commit to being a mentee for the duration of the program, with the prescribed frequency.</li> <li>• Attending orientation for mentees.</li> <li>• Commit to working with your mentor to set and work to achieve realistic goals</li> <li>• Use the program resource for mentees, as relevant</li> <li>• Value the time that the mentor gives</li> <li>• Prepare for your mentorship meetings</li> <li>• Invest in your own success and do the work needed to meet your goals</li> <li>• Be honest with your mentor about the challenges you face</li> <li>• Listen to and evaluate the advice provided by your mentor</li> <li>• Meet the requirements for checking in and evaluation.</li> <li>• Ask your program representatives if you have any questions or feedback.</li> </ul>
The Program will not:	Mentors are NOT expected to:	Mentees should NOT:
<ul style="list-style-type: none"> <li>• Provide the mentee with a job</li> <li>• Force the mentee to complete tasks</li> <li>• Solve challenges or make decisions for the mentee</li> <li>• Have all the answers</li> </ul>	<ul style="list-style-type: none"> <li>• Provide the mentee with a job</li> <li>• Do the work for the mentee to meet their goals</li> <li>• Force the mentee to complete tasks</li> <li>• Solve challenges or make decisions for the mentee</li> <li>• Have all the answers</li> </ul>	<ul style="list-style-type: none"> <li>• Expect the mentor to do the work for you</li> <li>• Be expected to automatically follow all advice given by your mentor</li> </ul>