Making the Most of Mentoring

Collaborating with Peers to Build Knowledge
What is mentoring?

• Collaborative skill-sharing

• Advice & guidance from someone with more experience

• Can be mutual, or one-sided

• Formal or informal arrangement
Tip 1

Know What You Want

Have clear and clearly communicated goals & expectations:

- Overall

- For each meeting/session
Tip 1

SMART Goals

S - Specific
M - Measurable
A - Achievable
R - Realistic
T - Timely
Tip 2

Do Your Homework

Know (or find out):

- what you know
- what you don’t know
- what you need to know to reach your goals
Tip 2

Skills Audit

A way to systematically analyse your abilities & identify target areas for skill development

* Library knowledge & skills checklists are available from the ALIA Member Resources website

* ALIA Career Development Kit
Tip 3

Commit!

Follow up on agreed tasks and goals
Tip 4

Remember

That your mentor is a guide, not a boss

- “trust but verify”

- Don’t let your mentor’s opinion stop you from exploring, trying things, gaining experience, having your own opinion
Tip 5

Finding a Mentor

1. Structured mentoring programs: ALIA Mentoring Scheme, GLAMRmatch, etc.

2. Networking
Tip 5

Networking

- Participate in events, conferences (e.g. NLS9), online discussions (e.g. #auslibchat), read blogs, listen to podcasts, watch videos
  - Discover people in the industry who are doing the things you want to learn more about
- Talk to work colleagues, supervisors/managers, teachers, etc.
Tip 5

Don’t do this:

hey, sup? will you B my mentor plz?

10:24 AM ✓
Tip 5

Do:
- Tailor your message
- Mention your specific goals and interests
- Be polite and professional

Hi Jade,
I've been following you on Twitter for a while, I've really enjoyed learning about SEO and library branding from your videos and articles. If it's possible, I would love the opportunity to catch up with you for coffee to ask a couple of questions about building my online brand.
Thanks,
Kind regards,
Michael.
Tip 5

"Bee My Mentor?"

To:
From:
Thank you

In Summary:

1. Know what you want
2. Know what you know and what you don’t know
3. Follow through on agreed tasks
4. Trust but verify
5. Explore options for finding a mentor