Welcome to PRIM&R's Mentoring Program!

This handbook contains information and resources to help make the most of your mentoring relationship.

Questions? Contact us at membership@primr.org.
How Mentoring Works

To get started, you will complete your mentor or mentee profile and connect with a match through the PRIM&R Online Community. Once you've established a relationship, it is your responsibility to structure it based on your needs and capabilities.

We encourage you to develop a regular communication schedule, whether you've decided to primarily connect via phone calls, video chats, or in-person meetings.

Throughout the beginning of your mentorship, PRIM&R staff will periodically check in to gain feedback about the program and to ensure you have access to the tools and resources that you need.
A Step-By-Step Guide to Success

1. Think about your goals for the mentoring relationship.
2. Connect for the first time.
3. Maintain the partnership.
4. Continue professional and personal growth.
Think About Your Goals

If you haven’t already, spend time thinking about what you want from your mentoring relationship prior to connecting with your mentor or mentee. For a mentoring relationship to succeed, it must be voluntary, desired, and proactive on the part of both mentor and mentee. An effective mentoring relationship will foster mutual trust, understanding, and empathy.
Connect for the First Time

Your first interaction may be by email, phone, video chat, or any other venue that works for both participants. Discuss one another’s expectations and how often you would like to meet. Set ground rules for the relationship (i.e., maintaining confidentiality, establishing frequency expectations). You should also get to know one another personally!
Maintain the Partnership

Have periodic check-ins about how the program is working for both of you.

If your professional needs or goals change, it is important to determine if this mentoring relationship can still meet them.

PRIM&R will check in periodically as well. We welcome your feedback at any point throughout the process if there is any way we can improve the program.

You can send suggestions and recommendations to membership@primr.org.
Mentoring can contribute to the long-term development of both partners by enhancing communication skills and developing positive, collegial working relationships, but remember to apply yourself to continual education outside of your mentor relationship.
Questions to Consider for Successful Mentoring

• What should your mentor/mentee know about you in order to work most successfully with you?
• In which areas are your skills strong? In which areas do you wish to grow?
• What are your desired outcomes for the mentoring relationship?
• What are your short-term and long-term career goals?
• What do you expect from your mentor/mentee?
Initial Questions to ask your Mentor/Mentee

- What do you hope to gain from this relationship?
- Have you mentored/been mentored by anyone else before?
- If so, what did or did not work previously?
- How much interaction and time commitment can I expect?
- What would make this an excellent mentoring relationship for you?
More Resources

For Mentors: 7 Key Qualities of an Effective Mentor (Inc.): An overview of the qualities and practices that differentiate good mentors from great ones. http://bit.ly/1MH46Bz

For Mentees: How to be a Mentee a Mentor Would Die For (Levo League): Tips for new mentees who want to make their mentor’s time and energy count. http://bit.ly/1Px5VHP


Mentoring Program Frequently Asked Questions

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