MENICRSHIP

Becoming an Effective Mentor





Be Prepared to Listen



Ask your mentee what they need from the session (support, guidance, or insight).

Be fully present by removing distractions and make an effort to create a focused yet comforting environment.

Provide a space for your mentee to share their thoughts, questions and concerns.

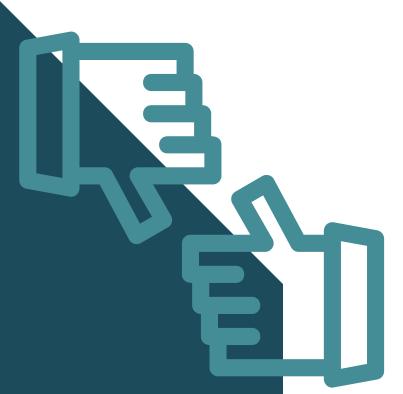
Advise, Don't Pressure

Ultimately - **it's their career**. Advise them without putting too much pressure on them to do everything you say.

Refrain from projecting your own hopes, dreams, and experiences onto your mentee.

Your mentee has to decide whether they act on your advice or not, they do not have to take all of your advice and act on it.

Offer constructive criticism



Constructive criticism is crucial, but you should **be careful to not offend**.

Offer guidance regarding improvement and encourage your mentee to factor in time for reflection, so they feel motivated.

Focus on the situation, not the person. You should **encourage behaviour that you want to see** rather than focusing on the behaviour you would discourage.

Know Your Limitations



It is okay that you cannot do everything. You are not expected to know everything!

Be prepared to **signpost your mentee towards resources** on the topics that you're unsure about.

Ensure your mentee is comfortable with you passing their name forward, then point them towards people in your network.



INTERESTED IN BECOMING A MENTOR?

CONTACT US!



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