

MENTORSHIP

Workplace Practices for Success

At its core, effective mentoring is a commitment to provide meaningful training experiences for interns.

Key characteristics of successful mentors:

- Leadership skills
- Positive attitude
- Teaching ability
- Openness to working with young people
- Time management skills



To assist new mentors:

- Offer mentorship training
- Create a training plan for increased engagement in gaining the mentoring skills

6 STEPS TO MENTORING SUCCESS

1. Identify the point of the lesson

Explain exactly what they will learn.

2. Link the lesson

Link the lesson directly to the role, the skill already acquired from previous learnings, and the reason.

3. Demonstrate the skill

Provide clear and accurate descriptions of how to perform the task, both visually and verbally.

4. Provide opportunity for practice

Allow the intern to perform the task under your supervision.

5. Give immediate feedback

Provide specific feedback on both the areas the intern performed well on and areas of improvement to focus on.

6. Assess Progress

Set times to re-evaluate progress and provide feedback on their performance, understanding of the task, and improvements required.

CAREERS: The Next Generation Foundation

18256 102 Ave NW, Edmonton, AB, T5S2S7

@careersnextgen



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