

BritCham Future Leaders Mentorship Scheme

OVERVIEW

1. Role of the mentee

Mentees will be expected to have a clear outline of what they aim to achieve by participating in the scheme and will be responsible for actively utilising the partnership to reach their goals. A mentee should ensure that his/ her objectives are discussed and agreed with his/her mentor at the outset of the mentoring relationship. He/ she should determine and agree with their mentor the amount of help and guidance needed.

Mentees are expected to:

- Take the initiative to ask for help/advice including organising meetings with mentor.
- Listen and respect the opportunities, limitations and format of the relationship a mentor is able to provide. Always act with courtesy and respect.
- Prepare the goals and objectives you have for your career development. Be prepared to ask for specific guidance and advice. The more specific you can be, the easier it will be for your mentor to help you.
- Use active listening skills during discussions with your mentor. Take notes and ask questions where appropriate.
- Take the initiative to ask for feedback.
- Be open to hearing new ideas and suggestions.
- Communicate to your mentor how you prefer to receive feedback (e.g. direct or softened).
- Return communications promptly and be on time with commitments or meetings.
- Keep the mentor informed of any progress.
- The mentoring connection is strictly professional.
- Keep confidentiality on matters discussed during the mentoring process.
- Refrain from both seeking personal/career favours from the relationship and contacting your mentor at unreasonable hours

2. Commitments

- Attend mentor meetings, at least once a quarter. The length and format of these meetings it to be agreed with the mentor (30 mins to 1 hour recommended).
- Make use of complimentary access to BritCham webinars throughout your time on the programme.
- Provide an end of programme summary and give feedback to the scheme coordinators.
- Please note, mentees who fail to attend their organised mentoring meetings will be removed from the scheme.

3. Who can be mentees?

Primary candidates will come from “YNetwork members” of the British Chamber (under-35 members), and other members with 1-8 year’s full-time work experience. Current sterling/corporate members can nominate mentees. The FLC will also extend opportunities to any social outreach programmes by the Chamber’s members, aiming to enrich exposure of underprivileged groups of young adults.

4. Application Process

Applicants are required to submit a completed application form by 27th October 2023. Mentees will be notified of their pairing by 1st November 2023. Mentee/mentor to be matched according to

- Goals
- Career trajectory
- Industries
- Social interests

5. Timeline

Application deadline for mentees –**midnight, 27th October 2023**

Pairing notification – 1st November 2023

Briefing session for mentors – 15th November 2023

Programme networking event – 22nd November 2023

6. Contingency Plan

Both in-person and virtual meetings will be accepted as part of the programme.

Please note: the decision to attend in-person meetings is at the sole discretion of the mentor and mentee and not BritCham.