

realself.

Mentorship at RealSelf



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**Why have a
mentorship program?**

■ Testimonial, Stacey

Intentional

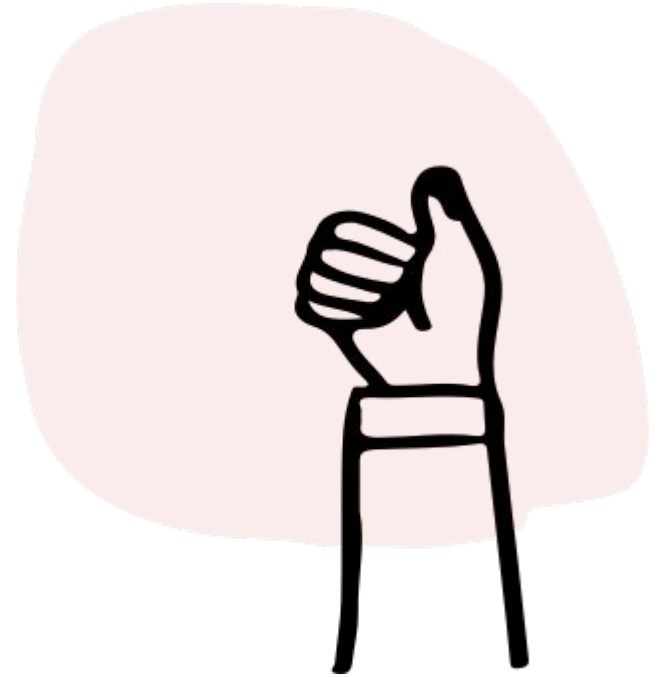
You sit at the wheel: Safe place to have conversations, to learn, to grow & to push yourself.

Empowering

Simply put: I would not be where I'm at in my career today without past mentor/mentee engagements.

Win/Win

Surprising? Both parties learn from each other.



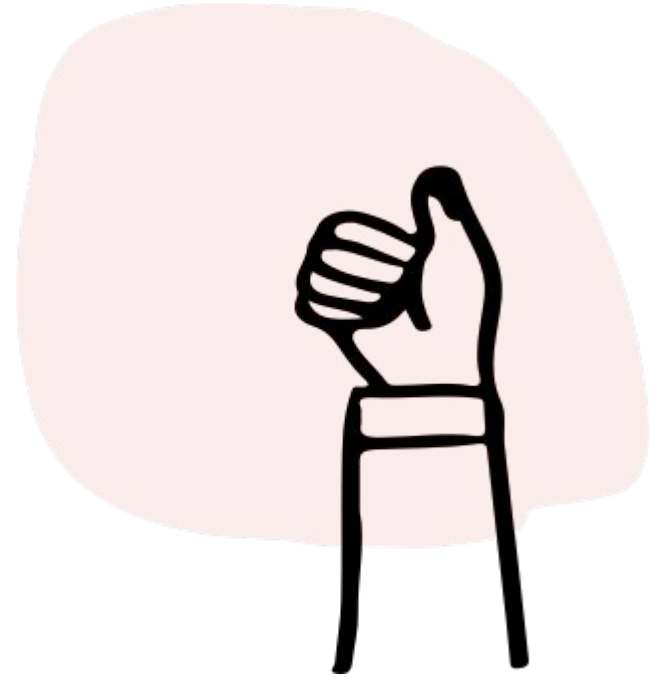
■ Testimonial, KB

Strengthen Relationships

Connect on a different level.

Growth

You always end up a little further than where you started.



Why join?

RealSelf's Mentorship Program is a great way to increase your professional development skills, learn from others in the company with more or less working experience (it goes both ways!), spend time with others outside of your team. This program is completely voluntary, but once you sign up, please stay committed to this working partnership.

■ How is this designed to work?

**Program
Overview**

Timelines

**Code of
Ethics**

**Tools and
Resources**

■ Mentorship – You own it!

As a Mentee

- ✓ Your development, your rules
- ✓ Time & skills
- ✓ Prepare, commit, teach back

+ SI Integration

- ✓ Earn a badge
- ✓ Development


As a Mentor

- ✓ Time & skills
- ✓ Prepare & commit

How to make it work for you

Steps to success

- Complete our survey
- Fill out our sheets document according to your interests, needs, and availability
- Connect with a mentor, commit
- Start learning/teaching



Think about
your time
commitment

Resources

Helpful tools

- Survey
- Sheets document
- Small Improvements
- The Mentorship Team

The finer details

Company survey: Two weeks prior to the program, we will send out a survey to gather what topics everyone is interested in.

Sign up: You'll receive an invitation to sign up to be a mentor or mentee for listed topics (signups available for 3 business days).

Match: Mentees will be invited to match themselves with a mentor who's interested in teaching what they want to learn. These matches are on a first come, first serve basis. Once you identify who you'd like to learn from, send them an email asking them to be a mentor!

Begin: Once your Mentor confirms, setup an intro meeting. Come prepared with details on what you'd like to learn so your Mentor has an idea of not only what to teach, but how to teach.

Create an objective (SI): + key results you hope to gain from this relationship; share it with your mentor.

The rest is up to the both of you. You will have 6 weeks together, so spend that time wisely!

Tips & Tricks

WHEN LOOKING FOR A MENTOR...

Try finding a mentor outside of your current department.

This is a chance to learn more about a specific topic, but also a chance to learn about what others do here at RealSelf.

AFTER CONNECTED WITH A MENTOR...

Share your PI, this is a great way to quickly understand each other.

This will help with better communication, and your delivery of information will be more efficient.

Code of Ethics

AS A MENTEE

- Flag my interest as a mentee
- Initiate mentor connection
- Confirm when I'm matched
- Make time for a 6w engagement / 1hr a week
- Setup weekly/recurring meetings
- Drive meetings, come prepared
- Work on follow up items for next session
- Respect mentor's time, utilize meetings for chats
- Reschedule meetings as necessary
- Formally end engagement, close out open items

AS A MENTOR

- Flag my interest as a mentor
- Answer mentee requests
- Confirm when I'm matched
- Make time for a 6w engagement / 1hr a week
- Confirm weekly/recurring meetings
- Be open, honest, approachable
- Aim to educate/grow my mentee
- Work on any weekly takeaways
- Let my mentee know when I can't make a session
- Limit my availability to 1 mentee per quarter

Skills: Hard Skills Examples



HTML/CSS



NEGOTIATING



EXCEL

Mentors: What are your skills? We want to know!

Skills: Soft Skills Examples



**PUBLIC
SPEAKING**



**TIME
MANAGEMENT**



**CONFLICT
RESOLUTION**

Mentors: What are your skills? We want to know!

Tools Overview - Small Improvements

🎯 Mentor Program

Actions ▾




Objective period


01/01/2018 - 12/31/2018

- Employees can't yet create or edit their own objectives
- Managers can create and edit objectives for their reports

Info

Tools Overview - SI Continued

 Craig Meadows-Stein






















 Mentor Program

Objective period
01/01/2018 - 12/31/2018

Description
Mentor Program for 2018. Please check out what our Mentors have to share and what our Mentees are looking to learn.
<https://docs.google.com/spreadsheets/d/1pr44mG...>



Enter title ✕


Description

B I U S                     



Key Results


Type to add an Item... Add

Due Date 12/31/2018  Category Mentor Program Objective 

Visibility Protected 

Also Visible To

 Kristin Black 

Add coworkers... 

Quick Select: [Direct Reports](#)

Cancel Save

Tools Overview - SI Continued

The Badge



Mentor/Mentee

This badge is for a strong mentor/mentee that made a difference in your growth or teachings.

The 1:1

Your 1:1 Meetings



New Meeting

Click to Create

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**Alternately, sign-up
for open office hours**

THANK YOU. THANK YOU. THANK YOU.

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