

Making the Most of Mentoring

Collaborating with Peers to Build Knowledge

What is mentoring?

- Collaborative skill-sharing
- Advice & guidance from someone with more experience
- Can be mutual, or one-sided
- Formal or informal arrangement

Tip 1

Know What You Want

Have clear and clearly communicated goals & expectations:

- Overall
- For each meeting/session



Tip 1

SMART Goals

Specific

Measurable

Achievable

Realistic

Timely



Tip 2

Do Your Homework

Know (or find out):

- what you know
- what you don't know
- what you need to know to reach your goals



Tip 2

Skills Audit

A way to systematically analyse your abilities & identify target areas for skill development

* Library knowledge & skills checklists are available from the ALIA Member Resources website

* ALIA Career Development Kit



Tip 3

Commit!

Follow up on agreed tasks and goals



Tip 4

Remember

That your mentor is a guide, not a boss

- “trust but verify”

- Don't let your mentor's opinion stop you from exploring, trying things, gaining experience, having your own opinion



Tip 5

Finding a Mentor



1. Structured mentoring programs: ALIA Mentoring Scheme, GLAMRmatch, etc.
2. Networking

Tip 5

Networking



- Participate in events, conferences (e.g. NLS9), online discussions (e.g. #auslibchat), read blogs, listen to podcasts, watch videos
 - Discover people in the industry who are doing the things you want to learn more about
- Talk to work colleagues, supervisors/managers, teachers, etc.

Tip 5

Don't do this:



hey, sup? will you B my mentor plz?

10:24 AM ✓

Tip 5



Do:

- Tailor your message
- Mention your specific goals and interests
- Be polite and professional

Hi Jade,
I've been following you on Twitter for a while, I've really enjoyed learning about SEO and library branding from your videos and articles. If it's possible, I would love the opportunity to catch up with you for coffee to ask a couple of questions about building my online brand.
Thanks,
Kind regards,
Michael.

Tip 5

"BEE MY MENTOR?"



To:
From:



Thank you



In Summary:

1. Know what you want
2. Know what you know and what you don't know
3. Follow through on agreed tasks
4. Trust but verify
5. Explore options for finding a mentor