

LISTENING ACTIVELY

Through active listening, you demonstrate to your mentees that their concerns have been heard and understood. As a result, they feel accepted by you, and trust builds. Active listening should be your first priority, as problem solving happens much later. If you have a habit of immediate problem solving, see if you can become a better listener and problem explorer.



RESOURCES

Spataro, S. E., & Bloch, J. (2018). "Can You Repeat That?" Active Listening in Management Education. *Journal of Management Education*, 42(2), 168–198.

<https://doi.org/10.1177/1052562917748696>

The LinkedIn learning video [Listening Actively to Your Mentee](#) can be viewed by clicking the link and logging into your NC State account.

BUILDING TRUST

Developing trust is crucial to your mentoring relationship and must be done over time. The more that your mentees trust you, the more committed they will be to your partnerships with them, and the more effective you will be as a mentor.



RESOURCES

Leck, J., & Orser, B. (2013). Fostering trust in mentoring relationships: An exploratory study. *Equality, diversity and inclusion: An international journal*. DOI 10.1108/EDI-01-2010-0007

The LinkedIn learning video [Building Trust as a Mentor](#) can be viewed by clicking the link and logging into your NC State account.

PROVIDING ENCOURAGEMENT

Effective mentors encourage their mentees with positive feedback, which in turn helps increase the mentees' confidence and enables them to develop. Providing genuine, positive feedback to your mentees on a regular basis helps to keep them focused and motivated. While there are many ways to encourage, it is important to be aware that mentees can differ in the types and amounts of encouragement they like.



RESOURCES

Patel K.R., Silva R.A., Dahling J.J. (2019) Leveraging Feedback Orientation in the Workplace: Directions for Research and Practice. In: Steelman L.A., Williams J.R. (eds) *Feedback at Work*. Springer, Cham. https://doi-org.prox.lib.ncsu.edu/10.1007/978-3-030-30915-2_6

The LinkedIn learning video [Giving Positive Feedback](#) can be viewed by clicking the link and logging into your NC State account.

ESTABLISHING MENTORING GOALS

As a mentor you should have a personal vision, specific goals, and a good grasp of current reality. It is important to have open and honest conversations with your mentees about their future plans and career/life goals. The way you view your personal strengths or limitations might be of interest to your mentees, and would be helpful for recognizing theirs as well.



RESOURCES

This blog article can be used for you to establish goals in your mentorship: [Six Ways to Help your Mentee Think Strategically](#)

The LinkedIn learning video [Establish Mentorship Goals](#) can be viewed by clicking the link and logging into your NC State account.

INSTRUCTING/ DEVELOPING CAPABILITIES

As a mentor, you will most likely have to convey information to your mentees as part of the mentoring process. Instead of giving formal speeches or lectures, your instruction will be informal—from modeling specific behaviors to conveying ideas and processes in a “tutoring” mode. It’s always tempting to be direct by telling mentees what to do, so your challenge as a mentor is to ensure that your mentees identify and pursue their own form of greatness, not necessarily yours.

▶ RESOURCES

This article provides tips on how to develop strategic mentoring skills: [The Five Values That Great Mentors Share](#)

The Linked-In learning video [Establish Mentorship Goals](#) can be viewed by clicking the link and logging into your NC State account.

PROVIDING CONSTRUCTIVE FEEDBACK

Effective mentors should be willing and able to give mentees constructive feedback. When you observe your mentees in a situation in which they are making mistakes or performing in less than desirable ways, you should be specific about the situation and direct with them; providing feedback that offers better ways for handling the situations. It is important to discuss with your mentees how they would like to receive this feedback, as people are more willing to hear constructive feedback if they have given permission and know in advance it’s coming.

▶ RESOURCES

This can help you develop skills for providing corrective feedback in your mentorship: [Chapter 32. Providing Encouragement and Education | Section 4. Providing Corrective Feedback](#)

The Linked-In learning video [Giving and Receiving Feedback as a Strategic Mentor](#) can be viewed by clicking the link and logging into your NC State account.

INSPIRATIONAL LEADERSHIP

One skill that separates excellent mentors from very good ones, is their ability to inspire their mentees to greatness. By setting an example yourself and helping your mentees experience other inspirational people and situations, you can help them onto future paths that excite and motivate—even beyond their original plans. Mentors vary in their ability to be inspiring, but should generally be positive and encouraging toward their mentees

▶ RESOURCES

This article provides tips on how to become a more inspirational mentor: [Seven Ways To Be An Effective Mentor](#)

The Linked-In learning video [Inspirational Leadership](#) can be viewed by clicking the link and logging into your NC State account.

OPENING DOORS

Mentors are usually in a position to provide visibility for their mentees and are able to open the right doors, which allows them the opportunity to meet people and demonstrate to different audiences what they can do. Research has shown that when mentors vouch for mentees in this way, their work is much more likely to be well received. You should open doors for your mentees every time you believe they’re ready to go through them. Explain this process to your mentees as part of the development of your mentoring partnership.

▶ RESOURCES

This article can help you provide opportunities for your mentees to progress in their career: [SKILLS FOR SUCCESSFUL MENTORING](#)

The Linked-In learning video [Help Your Mentees Progress in their Career](#) can be viewed by clicking the link and logging into your NC State account.