**CORE MENTORING SKILLS**

**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.


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.


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.


The Linked-In 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.

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

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

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.

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.

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.