

STM Mentoring Program Training Webinar

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STM

Introductions

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Agenda

1. What is mentoring?
2. How does the STM Program work?
3. How is mentoring different to coaching?
4. Qualities of good mentees and mentors
5. How to build a strong mentoring relationship
6. Common pitfalls
7. Outcomes for successful mentoring partnerships
8. Personal effectiveness through mentoring – Action!
9. What happens next?
10. Comments from Past Participants
11. Information, Contacts and Resources
12. Q&A

What is Mentoring?

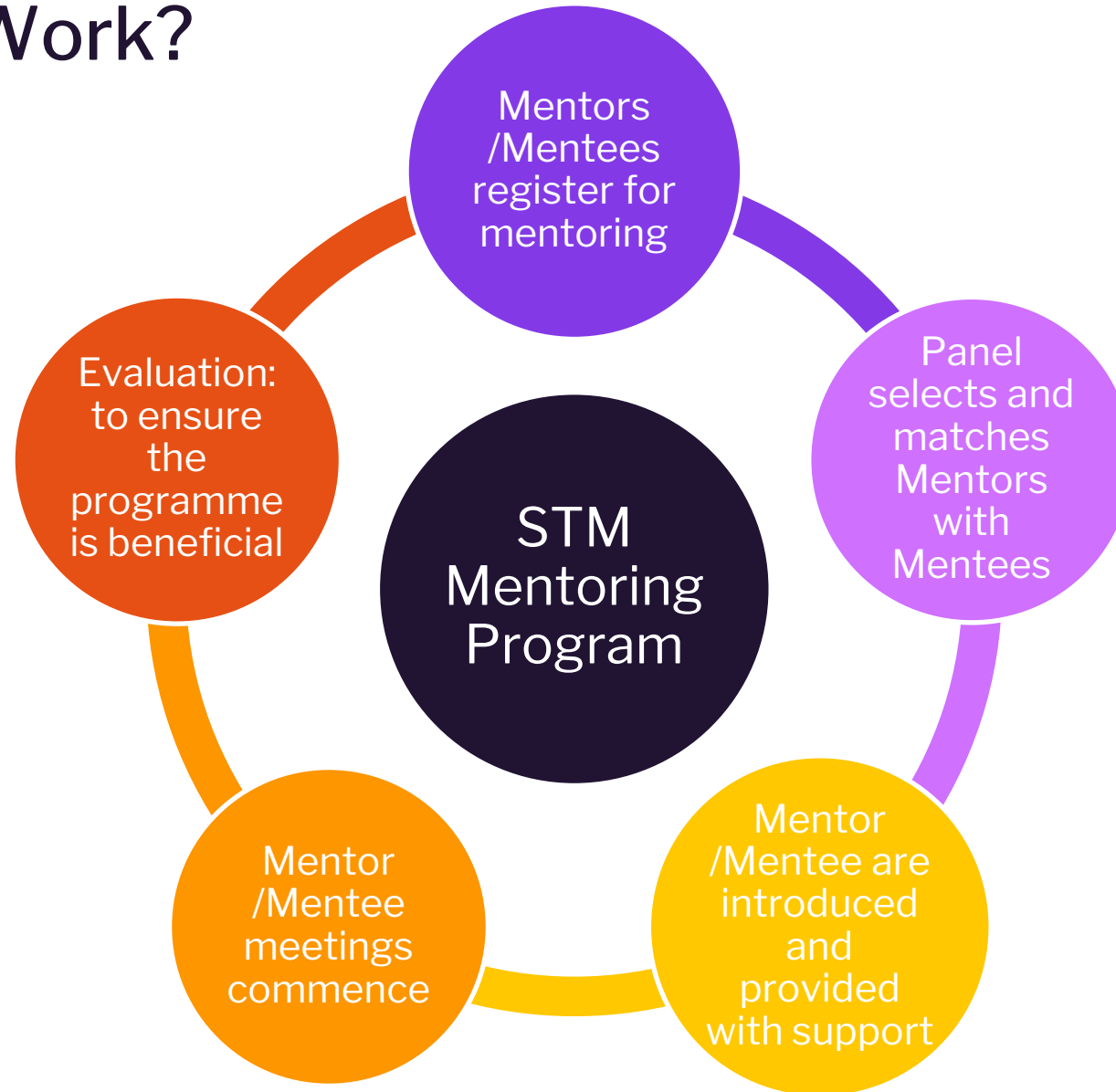
Mentoring facilitates the sharing of knowledge, expertise, skills, insights and experiences through dialogue and collaborative learning between a more experienced colleague and a more junior or less experienced colleague.

The STM's 2023 mentoring program provides a unique development opportunity for individuals working in STM member organisations. The program will support a mentees professional development and help them to achieve their career goals.

The program aims to:

- To facilitate the creation of successful relationships between mentors and mentees
- To provide guidance and support that ensures mentees and mentors benefit from the process
- To evaluate the effectiveness of the program and identify refinement for future delivery
- To articulate the benefits of Mentoring to the wider Publishing Industry

How Does It Work?



How Is Mentoring Different to Coaching?

A mentor is different than a coach in the sense that they will seek to foster introspection; a mentor will actively listen to you and guide you through a reflection process so that you can find your own answer.

Mentoring

- Guiding and assisting by giving advice based on the mentors' experience
- Usually provided by someone more senior who knows the role/industry
- A more informal approach
- Objectives and outcomes desirable but not essential

Coaching

- Helping someone to find solutions through the 'coachee's' own experiences
- Advice is not given but problems are solved by the 'coachee'
- A structured approach with defined outcomes



Image Credit: Christina @wocintechchat.com

The Qualities of Good Mentees and Mentors

Mentees

- Honesty and self-awareness – the mentoring relationship depends on this!
Open up about your experiences, discuss your current attitudes and ways of working, and think about how you different approaches might benefit you
- Realistic but ambitious, especially when setting mentoring objectives
- Be aware of your optimal learning style (there are several “questionnaires” online that can help you explore this)

Shared qualities

- Fully committed, proactive and willing to learn
- Positive – giving or receiving advice in a helpful and friendly manner
- Constructive – giving advice for active improvement and being open to receiving that guidance

Mentors

- Approachable and non-judgemental
- Supportive – offer to review work, suggests useful contacts etc.
- Adaptable – be open to adjusting your approach to mentoring or even the advice you give based on the learning/working style of your mentee
- Inspire trust by listening and asking questions
- Share stories from your own experiences to motivate your mentee to succeed – use yourself as a role model

How to Build a Strong Mentoring Relationship

Set expectations

- Set up the first meeting
- Agree broad topics for discussion and areas for development
- Set general objectives

Establish boundaries

- Outline any topics that shouldn't be discussed
- Maintain confidentiality
- Flag any conflicts of interest e.g. personal or professional relationships which may impact the partnership

Plan ahead

- Agree venue and schedule for meetings (e.g. keep in mind accessibility to virtual meeting software, time zone differences etc.)
- Agree a regular structure or agenda for the meeting. This can be as rigid or relaxed as you need it to be.
- Use recurring calendar invites to facilitate regular meetings

Common pitfalls

Remember: the STM Mentoring Committee are here to help! Reach out to us if you need support.

Mentoring process

- Poor matching
- Not being clear on goals/desired outcomes
- Not knowing what to talk about or talking too much!
- No defined end point/periodic review
- Irregular and postponed meetings
- Confusion of roles

Breach of contract/ground rules

- Being indiscreet or not preserving confidentiality
- Not questioning: “is it working”?
- Avoiding terminating the relationship, if it becomes unproductive or even toxic

Mentoring context

- Cultural differences
- Virtual mentoring: finding the right technology



Image Credit: Rosie Sun @rosiesun

Outcomes for Successful Mentoring Partnerships

Mentees

- Gains from the mentor's expertise and industry experience
- Receives constructive feedback in key areas
- Develops a sharper focus on what is needed to grow professionally
- Learns specific skills and knowledge
- Networks with a more experienced employee
- Has a friendly ear with which to share frustrations and successes

Shared Outcomes

- Enhances professional development
- Gain from exposure to other organisational cultures
- Creating a mentoring culture promotes individual employee growth and development
- Breaks down the "silo" mentality
- Elevates knowledge transfer
- Enhances strategic business initiatives
- Encourages staff retention and reduces turnover costs

Mentors

- Gain insights from mentee's background
- Gains satisfaction in sharing expertise with others
- Re-energizes their own career
- Learns more about other areas of the organisation and industry
- Benefits from "reverse mentoring"

Personal Effectiveness through Mentoring – Action!



What Happens Next?

- Arrange first meeting, if you have not already done so
- Let your Teams/Line Manager know you are involved in the program
- Agree desired objectives and outcomes with Mentor, along with a provisional timeline for relationship (suggestion: 10 to 12 months)
- Source resources and handy hints to help you
- Contact the STM Mentoring Committee if you have any questions!

Comments from Past Participants

Prepare for Meeting

- “Share your application with your mentor at the start, so they know what you want to achieve from the program.”
- “Have some guidelines or sample topics/conversations prepared.”

Agree Meeting Structure

- “Mentors offering a structured framework can help, especially for first timers.”
- “We chat once a month on topics that he brings to the table and emails me in advance of meetings.”

Review

- “I wouldn’t have minded a little bit of homework either to encourage reflection on what my objectives were and how these were met throughout the relationship.”
- “Having some way of communicating with other mentors would be valuable, as a way of checking what others are doing or finding out about other people's approaches.”

Enjoy the process!

- “Whilst going into the scheme with key goals in mind, I've learnt far more than I could have imagined as both a mentor and a mentee.”
- “I found it really comforting to have someone outside of my company to confide in throughout what turned out to be a very stressful year for many reasons.”

Information, Contacts and Resources

- [STM Mentoring Program Website](#)
- [Mentoring Guidance Document](#)
- [STM Mentoring Program Scholarly Kitchen Article](#)
- STM Mentoring Committee Contact: [Rachel Moriarty, co-Chair](#)

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Thank you!
Any questions?