

For mentees

Mentoring rules of engagement



Welcome to mentoring

To make the most out of mentoring, we kindly ask you to follow these guidelines:

- **Be respectful and professional**
Mentors are professional individuals who have volunteered their time to support you in your journey back into employment. Treat your mentor with respect, and maintain a professional attitude during all interactions.
- **Understand expectations**
Your mentor will provide guidance and support to assist you in your journey towards employment; they are not tasked with finding you a job in their company.
- **Stay in touch**
We suggest having 6 to 8 sessions to make the most of this experience. However, this is not set in stone, and you and your mentor will determine what works best for you.
- **Commitment and punctuality**
Be committed to the mentoring process and try to be on time for scheduled meetings or sessions. Repeat no-shows will result in withdrawing your access.

➤ **Feedback is invaluable**

Providing feedback is mandatory, and we reserve the right to withdraw your access to mentoring should repeated requests for feedback be ignored. Feedback will enable us to measure impacts and allow us to make improvements.

➤ **Your privacy matters**

Your personal information and conversations are strictly confidential. Feel safe to share your thoughts and concerns with your mentor.

➤ **Handling conflicts**

If any issues arise during your mentoring relationship that you don't feel you can discuss with your mentor please reach out to your Forces Employment Charity advisor or our support team.

➤ **Ending your mentoring relationship**

You can request to bring your active mentoring relationship to a close at any time. Please notify your mentor and mark the relationship as ended via our online community.

We are very fortunate to be able to offer mentoring. This is a valuable resource, and we trust that you will treat it as such and, most of all, enjoy the benefits it brings.



Start accessing mentoring today
by logging in to MyForcesEmployment

info@forcesemployment.org.uk