

**Call out to join the Evolve Mentoring programme**

As part of the Evolve development programme, we are offering a mentoring programme for Local Authority Culture officers at various stages of their careers.

What follows is some more information about mentoring, and details of how to get involved as either a mentor or mentee.

**What is Evolve?**

Evolve is led by the London Culture Forum in response to a desire to create opportunities to enable learning from the legacy of London Borough of Culture (LBoC), as well as supporting the professional development of local authority culture officers.

Evolve is a learning framework which is deliberately designed to be a flexible programme that offers a breadth of opportunities for you to engage in ways that suit your own capacity and interests, with a mix of space for reflection alongside high quality content. Evolve offers different ways to hear about the learning from LBoC to date, and to encourage collaborative working across the London boroughs.

The Evolve programme is running from February 2020-June 2021. Evolve is funded by the Greater London Authority.

**What is the purpose of mentoring?**

There are numerous mentoring models that use a range of processes; the fundamentals they share are that the mentor:

* passes on the benefits of his/her experience, but not a personal agenda or route map;
* nurtures ability in the mentee;
* works in ways that are about enabling the mentee to stand on their own feet;
* creates an atmosphere of trust and listens to the mentee non-judgementally.

Within Evolve mentoring offers the opportunity to benefit from an experienced professional's insights and experiences to review, develop aspects of their professional practice.

The success of a mentoring relationship depends to large degree upon participants’ attitude and commitment. Mentees are expected to take the lead in the partnership, to be proactive and work in order to achieve success.

A mentor should:

* ask questions and challenge
* suggest networking opportunities
* boost confidence and encourage
* offer advice but the decision to act on it is the mentees
* nudge, not nag

Mentoring is not the same as counselling; mentees should not expect a shoulder to cry on, or expect preferential treatment if their mentor is a more senior colleague at work. The mentor is there to help mentees to think through their options and help them to formulate their plans. The mentee makes the decisions and takes the responsibility.

Mentoring is a wonderful opportunity to look more closely at oneself. To gain fully from the mentoring relationship, the mentee’s agenda should include working towards goals. We would encourage mentees to set goals and work towards achieving them. The mentor may be able to help with this during the first stage of the partnership. Mentees should focus upon what they want and what they can do; not focus upon what they don't want, can't have, or things out of their control.

**Remember, the final responsibility for actions taken as a result of mentoring lies with the mentee; not the mentor.**

**What will mentoring involve?**

Mentors will be assigned to mentees on the basis of:

* the preferences expressed in the menteeʼs application form;
* the experience of the mentors

The mentors offer their time voluntarily and we ask for a commitment of three one-hour sessions, over a 3 – 6 month period. These sessions can be delivered over a digital platform such as teams/ zoom/skype or phone, as agreed by mentor and mentee.

**What should the mentor expect of the mentee?**

Evolve would encourage mentees/mentors to agree a set of expectations between themselves. We are asking these to include (but might not be limited to):

* commitment to the process
* openness and enthusiasm
* willingness to share issues and concerns
* willingness to contribute fully to all sessions

**What should the mentee expect of the mentor?**

Again, we suggest that mentees/mentors negotiate expectations. However, we are asking mentors to provide:

* leadership insights
* a capacity to actively listen and reflect on what the mentee is saying
* respectful challenge and stimulation to think and behave differently where appropriate
* an interest in the mentee’s plans and priorities
* strong knowledge of her/his professional field

**How do I get involved, or find out more?**

If you’re interested in being a mentor, or a mentee please fill in the attached application form and return it to Amanda Smethurst [hello@amandasmethurst.com](mailto:hello@amandasmethurst.com)

We will be in touch towards the end of December to introduce mentors and mentees to each other via email. The mentee will take the lead in arranging the first session.



**Evolve Mentoring scheme – application for mentors**

Name:…………………………………………

Email address………………………………

Borough: ……………………………………………….

Role:……………………………………………………………………

**Please answer the following questions:**

Have you been a mentor before? If so, please give details below, including what worked for you and what didn’t work. (In no more than 100 words)

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What would you like to offer as a mentor? (No more than 250 words)

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**Biography** – please share a brief biography of your career to date (No more than 150 words)

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**Please return this form to Amanda Smethurst at** [**hello@amandasmethurst.com**](mailto:hello@amandasmethurst.com)



**Evolve Mentoring scheme – application for mentees**

Name:…………………………………………

Email address……………………………………………………

Borough: …………………………………….

Role:……………………………………………………………………

**Please answer the following questions:**

Have you been mentored before? If so, please give details below, including what worked for you and what didn’t work. (In no more than 100 words)

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What would you like to achieve through having a mentor? **Please be specific** as this will be shared with the Mentor. The more specific you are with your goals for the mentoring, the easier it is for the mentor to understand what you are seeking from the process. Please remember that the Mentor is only committed to three sessions so please be realistic. (No more than 250 words)

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**Biography** – please share a brief biography of your career to date (No more than 150 words)

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**Please return this form to Amanda Smethurst at** [**hello@amandasmethurst.com**](mailto:hello@amandasmethurst.com) **by 10 December 2020.**