



LGBTGREAT
Members | Advisory | Careers

Going for Great – Mentoring Programme Mentor Toolkit



Welcome to the LGBT Great Mentoring Programme!

Mentoring is an effective way in which our industry can support, empower and encourage under-represented groups.

Being a mentor means guiding, supporting, and advising someone in a specific area of life, career, or skill development. A mentor shares their knowledge, wisdom, and experiences to help the mentee grow, navigate challenges, and achieve their goals. It is often a two-way dynamic, as mentors also learn from the process, gaining fresh perspectives or reinforcing their own knowledge.

This toolkit is designed to provide you with the relevant information to enable you to get the most out of your mentoring relationship, and your role as a Mentor.

What's in it for you?



Develop and nurture skills as an inclusive leader within our industry.



Increase knowledge of LGBT+ identities and experiences at work.



Increase your level of empathy and emotional intelligence.
Connect with professionals from other organisations and expand network.



Exposure to new and different perspectives.

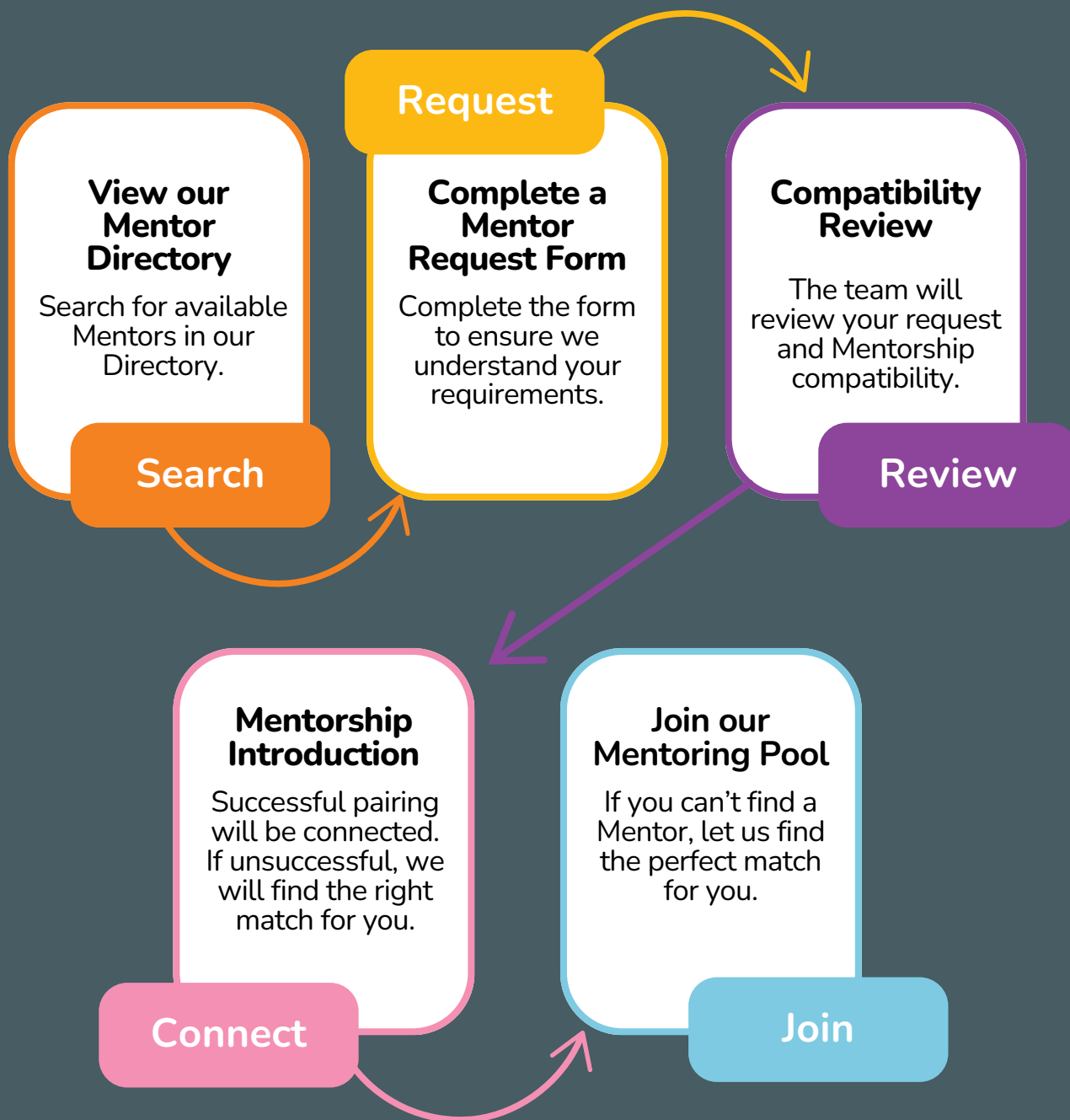


Giving back and paying it forward.



Grow your visibility as a Project 1000 active Role Model.

How do I get involved?



Go to: www.lgbtgreat.com/mentor-directory and request a Mentor from our directory, or email lauren@lgbtgreat.com



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What is required of me as a mentor?



How do I approach the first conversation with my mentee?

We recommend that mentoring sessions are for an hour. We have provided the below as a proposed outline agenda for your first meeting. Remember that your Mentee could be feeling nervous, and therefore we recommend that you prepare your thinking and some questions in advance.

Session one outline

Introduction (10 minutes)



- First things first, introduce yourself and share some information on your background and career. Why have you decided to become a Mentor?
- Explain that the first meeting is designed to develop thinking and ask that they take notes so that they can follow up with a summary post meeting which you can both refer back to.
- Explain that the mentoring relationship is completely theirs to own and manage and that all discussions are strictly confidential.

Goals & Objectives (15 minutes)



- Invite your Mentee to explain what they hope to get out of the mentoring relationship.
- Likewise, share what you hope to achieve too.
- Invite your Mentee to affirm what good would look like at the end of the process.
- Share with them your own goals and objectives and the items that you would like to learn during the process.

Focus Areas (15 minutes)



- Invite your Mentee to share what areas they wish to cover during the course of the relationship.
- Create the space to brainstorm and establish and define why these topics are important to them.
- Which points are their priorities and which are secondary? Ideally aim to identify 5 key focus areas.
- What support have they had on these before?
- Explain what you think you can add. How does this sound to them?
- Invite your Mentee to think about what would be of real value to them?

Next Steps and Commitments (15 minutes)



- Explain that you are excited to work with them and form a mentoring relationship.
- Invite them to go away and think through the discussion and also to confirm if the match is right for them as this is important.
- Ask them to confirm back to you and if they wish to proceed to confirm a list of the topic defined and in which order they would like to approach.
- All being well, pencil in a date and time for the next intervention.

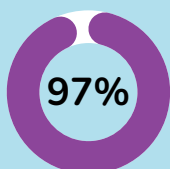
What happens throughout the partnership?

Once a Mentoring Pairing has been confirmed, it is the responsibility of the Mentee to drive the ongoing relationship and to decide how frequently to meet. We recommend that this every one to two months for one hour. The Mentoring Pairing is recommended to be in place for a minimum of six months, most last about a year.

We also request that the Mentee updates LGBT Great every three months, with a progress update, by emailing lauren@lgbtgreat.com. At the end of the Pairing, we will be in touch to gather your feedback on the process to ensure that we are able to continue to create successful and empowering partnerships on the Mentoring Programme.

Should you have any concerns, or not be comfortable for any reason, please contact lauren@lgbtgreat.com to discuss this confidentially with a member of our team.

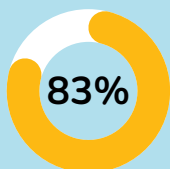
Why is LGBTQ+ mentoring relevant?



mentees consider the mentor/ mentee relationship to have been valuable. Source: McCarthy Mentoring.



of LGBT+ employees would like to be involved in mentoring. Source: LGBT Great.



of LGBT+ employees would like to access specific LGBT+ focused development programmes. Source: LGBT Great.

5x more likely

Mentees are 5x more likely to be promoted than those that haven't completed a formalised mentoring programme. Source: Forbes.



Final Thoughts

As we continue to build a thriving and sustainable businesses, we encourage everyone to think about how they can contribute to mentoring efforts. Whether you're a seasoned professional with valuable experience to share or a new employee seeking guidance, mentoring is a mutual relationship that benefits both parties.

Let's continue to support each other's growth and development - together, we can build a stronger, more resilient organisations.

Thank you for paying it forward and being an active ally and/ or role model.



Get in touch

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We help workplaces become authentically inclusive. Because when your people prosper, everyone thrives.