



MENTORING SKILLS

This guide is designed to give you resources to build your skills as a mentor or mentee. Below are a few suggested discussion prompts and resources that will enable you to expand your leadership and mentoring skill set.

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Key factors in successful mentoring

Being an active, effective mentor is a learned skill, which requires dedicated time and energy to acquire. Identify your strengths as a mentor and what skills you can further develop. Inside Higher Ed has an article about some of the [key features of a successful student mentoring](#) relationship.

The different types of mentorships

The most impactful mentors do not always come from formal mentoring relationships or programs. Furthermore, a single mentoring relationship cannot provide all the answers or support needed in one's career. Use the Mentoring365 [Support Network Map](#) with your mentoring partner to identify the different types of mentors that already support you and the areas in which you could use additional support.

The importance of mentoring

Expand your mentoring skill set by learning from the experiences of other mentors. The Society of Exploration Geophysicists' (SEG) Seismic Soundoff has produced a helpful [podcast episode](#) discussing the process and importance of mentoring. You can also check out another episode of SEG's Seismic Soundoff on the [Mentoring365 program](#).

Active listening

Active listening is an integral skill in mentoring that requires you to think carefully about how you listen to, respond to, and communicate with your mentee. The Chartered Institute of Personnel and Development, a human resources agency based in the United Kingdom, has compiled a list of [effective listening skills in mentoring](#) that practically outline the steps needed to become an active listener. You can also watch complete mentor training courses in the Mentoring365 platform for tips and tricks to help you listen actively.



Giving and receiving feedback

Providing and receiving constructive feedback is an acquired skill necessary in your personal and professional life. It's important to remember that we all respond differently to criticism. A critique and tone that works for one may be too combative or aggressive for another. Remember to keep an open dialogue with your mentoring partner to ensure that the feedback is useful for them. Try to adjust your approach as necessary. The University of Pittsburgh has compiled a short guide for [mentors](#) and [mentees](#) on how to accomplish this.



Mentoring during exams and high-stress periods

Your mentoring relationship will likely overlap with midterms, or final exams, or other hectic periods in the academic year. This time can create additional stress for the mentor and mentee alike. To help alleviate some of this stress, you should communicate demands in your schedule with your mentoring partner. Depending on the situation, you may want to increase the frequency of meetings to provide additional support or reduce the number of meetings to accommodate the additional time and energy spent working, studying, etc.

Webinars on mentoring

AGU host webinars for [mentors](#) and [mentees](#). You can also check out the [recordings](#) of past webinars!