Welcome

to
Woods Hole Oceanographic Institution's
Mentoring Training and Orientation

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- Objectives

- Roles

- Work one-on-one with your Mentor/Mentee

- Resources

    - *Mentee Workbook*

    - *Mentor Resource Guide*

    - *Web site: www.whoi.edu/WHOI/mentoring*

    - *Email: mentoring_committee@whoi.edu*

- Timeline

Objectives

Program Goals:

• provide mentoring to everyone at WHOI who wants it

• increase satisfaction and retention

• improve communication throughout the Institution.

How can you help?:

• create the possibility for professional growth through your relationship

• provide feedback to the Committee in order to continuously improve the mentoring program

Roles and Responsibilities, or

Now that I'm a mentor or mentee, what am I supposed to do?

* Mentee contacts the mentor to schedule time & should have a plan or idea of what they want to accomplish.

* Mentor does not have all the answers.

* There is no single right way to do this.

* Be open-minded.

* Talk about potential problems before they happen.

* Give your supervisor periodic updates.

* **If you are wondering about something, ask, ask, ask!**

WOODS HOLE OCEANOGRAPHIC INSTITUTION

MENTORING

Getting to Know Each Other

Describe for your mentor/mentee how you came to work at WHOI.

As you tell your story, you may want to include:

- where you were just prior to coming to WHOI?

- why you were interested in working at WHOI?

- what has been the most satisfying thing about being at WHOI?

- what has surprised you about WHOI?

Starting the Mentoring Process

- *MENTEE*- What are your goals during the next six months?

- *MENTOR*--How will you contribute to the Mentee's goals?

- Agree on your next meeting time and location.

WHOI Mentoring Web Site
www.whoi.edu/WHOI/mentoring

Resource Guide

Work Book

Other resources:
www.mentoringgroup.com
(you can find a link from the WHOI mentoring web site)

Access to Committee Members
mentoring_committee@whoi.edu

Nancy Copley, x3204; Karen Rauss, x 2645; Sue Stasiowski, x2318; Mary Ann White, 3541

Time-Line

Applications requested for next session   January

Training   February

Mentor / Mentee meet   at least twice per month

Final program evaluation   August