

RF Mentor Roles and Responsibilities

A Mentor is a partner and a guide in the learning process with their Protégé. The Mentor possesses skills and experiences that help develop others.

Mentors should:

- Have five plus years of experience in progressive leadership, or be a previous RF Mentoring Program or RF Elevation Sessions graduate
- Be willing to commit the time and energy needed to establish and maintain a productive mentoring relationship including attending and learning alongside their Protégé in the 8-week class series and meeting together regularly as needed outside of class (In-person or Virtually)
- Actively coach, and guide their Protégé
- Be willing to share the knowledge and experience they have gained during their career
- Exhibit skills in active listening, coaching, and the ability to establish rapport with others
- Value the development of others

Mentor roles and behaviors include:

- *Empower the Protégé.* The mentoring relationship should be driven by the needs of Protégés and should emphasize increasing Protégé's understanding and ability to handle problems on their own.
- *Active listening.* Mentors act as sounding boards, helping Protégés explore where a course of action might lead and to define the gap between what is and what is not needed, while ensuring that Protégés retain ownership of the problem and the decision about how to solve it.
- *Shift context.* Mentors help Protégés see themselves in a broader, more self-actualizing light.
- *Observation.* Mentors provide clear, non-judgmental descriptions of what they observe the Protégé doing or intending to do. They describe the consequences they anticipate or observe and express how they feel, while refraining from telling Protégés what to do.
- *Provide feedback.* Mentors listen for both facts and feelings and provide feedback on the whole message.

