

Welcome!

Mentee Briefing 2019-2020

**Moreen Pascal
Mentoring Lead - East of England**

Aims of session/We will cover:

- Introduction to HDN, Moreen and each other
- Sharing expectations
- HDN Mentoring model, structure and content
- The mentoring relationship
- BREAK and networking
- Mentoring conversations
- Moving forward together
- Class dates and venues
- Questions!



Housing Diversity Network



Supporting our members to:

- attract and grow the best talent
- deliver appropriate, accessible services
- build inclusive communities

Over 80 Members across England – housing associations, ALMOs and local authorities

Over 200 organisations accessing training and consultancy services

Headquartered in Bradford



We enable organisations to:

- Increase board and staff diversity
- Strengthen governance
- Deliver social value and corporate social responsibility
- Design accessible services
- Develop inclusive leadership
- Develop change programmes

Stay compliant

Showcase and share good practice

Learn from a wide network of professionals and specialists

Our model and content

- Each mentee is matched with an 'off-line' mentor
- 5 one-to-one sessions to be scheduled from October to July
- Mentees and mentors have an opportunity to network with people from outside of their own organisation
- 4 professional development classes/workshops for mentees, combining skills-based learning with expert speakers from housing and other related sectors
- National Celebration Day in June 2020

Mentoring Programme Outcome

Learning Outcomes:

- Increase self-awareness
- Improve confidence
- Expand networks
- Explore career options
- Widen sector knowledge
- Gain deeper understanding of EDI

Subject areas:

- Confidence and assertiveness
- Team work
- Listening and communication
- Strategic thinking
- Presentation skills
- Sector knowledge
- Personal resilience
- CVs, Interviews
- Leadership

The Mentoring Relationship



Your thoughts

- What is mentoring?
- What characteristics/principles do you expect your mentor to display?



Have a
Break



Effective Mentoring

Mentoring is:

- A structured conversation
- Guidance
- Questions to challenge
- Sharing experience
- Mutual development
- Coaching
- Suggestions and advice
- A sounding board
- A critical friend

Skills and attributes:

- Genuine interest
- Open and honest
- Listening
- Respectful communication
- Enthusiasm
- Approachable
- Ability to put mentee at ease
- Prepared
- Patient

Mentor as role model, supporter, guide

- Sets good example
- Demonstrates best practice
- Listens to and empathises with concerns
- Encourages use of resources and contacts
- Encourages stepping out of the comfort zone
- Gives support when mistakes are made
- Recognises and celebrates achievements
- Provides regular, constructive feedback
- Guides towards solution
- Explores different perspectives
- Helps to develop connections
- Shares views on how to succeed
- Helps identify the mentee's personal style and behaviours to maintain or improve
- Critical friend – tells the 'uncomfortable' truths in a fair and constructive way

Locus of Control

External Locus

Internal Locus



- Other people make decisions for me
- Other people plan my development
- Other people decide my future

- I make my decisions
- I plan my development
- I decide my future

Stages of mentoring relationship

Stage 1: Starting out

- Establish trust and rapport
- Power of self-disclosure
- Allow mentee to 'tell their story'
- Agree groundrules and confidentiality
- Discuss note-taking
- Set clear goals
- Encourage and agree action

Stage 2: Getting established

- Discuss strengths weaknesses, experiences, knowledge and skills
- Probe work context and other aspects which may affect self development
- Focus on learning and growth
- Recognise progress
- Encourage and agree action

Stage 3: Developing independence

- Challenge the mentee to reflect, to see things differently identify potential changes
- Consider options for development and gain agreement
- Encourage innovation and creativity
- Devise a plan of action and next steps

Stage 4: Moving on

- Acknowledge progress and achievements
- Reflect on goals and discuss future goals
- Encourage mentee to continue their development – lifelong learning
- Agree what, if anything, happens next
- Encourage and agree action

Themes, Tools & Techniques



GROW – a coaching framework

Goal - Where do you want to be?



Reality - Where are you now?



Options – What's possible?



Will - What action will you take?



Tools and techniques

- **PDL** – Personal Development Log provided to all mentees and mentors to record meeting notes, actions, achievements and reflections
- **PPI** – DISC based psychometric tool, providing reports and charts for discussion, self-awareness and development
- **CV**
- **STAR** – framework to record achievements
- **Locus of Control** – how do I manage myself/who manages me?
- **Circle of Influence** – what can I control or influence?

Resources on HDN website in mentor section.

Introducing PPI

Personality Performance Indicator (PPI)

The questionnaire:

- Completed online via a link
- 24 questions - 5-7 minutes to complete
- There are no right and wrong answers

The report:

- Approx. 10 pages
- Measures Dominance, Influence, Steadiness, Compliance
- Profile charts

Understanding the results:

- Class 2 provides information and explanation
- Opportunity to share and ask questions
- Confidential – it is up to the mentee who they share it with
- To be used as a platform for development

Moving forward together



Workshop dates and venue

Venue for all workshops: Freebridge Community Housing, King's Lynn, Norfolk, Timings: 9.30 to 4.30pm

Workshop 1: Monday, 9th December 2019

Tuesday, 10th December = “Free Day”

Workshop 2 & 3: Weds 11th December 2019

Workshop 3 & 4: Thurs 12th December 2019



Enjoy the programme!



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