



AUSTRALIAN  
WOMEN  
IN MOTORCYCLING

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# MENTOR PROGRAM

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**“SHOW ME A SUCCESSFUL INDIVIDUAL AND I WILL SHOW YOU SOMEONE WHO HAD REAL POSITIVE INFLUENCERS IN THEIR LIFE.”**

## **- DENZEL WASHINGTON**

Essentially, mentoring is a brain to pick, an ear to listen and a push in the right direction. Mentoring is a proven business strategy that is implemented into many organisations in order to: develop leadership, fill the gap of knowledge that may exist, produce higher engagement, encourage positive workplaces, assist in succession planning, develop working relationships, retain staff and build the confidence of employees. Individuals who have access to great mentors see more promotions, more skill development, increased confidence and better professional and personal development. Countless studies have proven the effectiveness of mentoring programs:

1. 75% of millennials deem mentoring critical to success
2. Increase of managerial productivity of 88%
3. Employees that were mentored are promoted five times more
4. Employment retention rates of employees involved in the program are higher than those not involved
5. 60% of students identified mentoring as criteria for selecting employment after university.

As a national sporting organisation there are many applications for a mentoring program across the Federation. After conducting primary research it was identified that this program may be beneficial for the recruitment and development of volunteers, officials and administrators. Each area of the Federation will have different requirements of the mentoring program and as such we have outlined the basis of the program below for further development in states and other areas of the organisation.

The purpose of this program is to capitalise on the existing knowledge, skills and experience that exist in the sport and transfer these skills to selected women. The objective is to develop the careers of the mentee whilst ensuring the development and engagement of women in the sport.

## **DEVELOPING THE MENTORING PROGRAM FOR YOUR CLUB**

### **BEFORE**

1. Recognise and describe importance of the program
2. Develop common vision and overarching goals of the program
3. Assign a lead person to manage the program
4. Recruit, match and coordinate mentors and mentees

### **DURING**

1. Provide planning resources
2. Conduct progress assessments throughout the program
3. Communicate regularly with both parties
4. Establish methods to recognise mentor contribution

### **AFTER**

1. Evaluate the effectiveness of the program
2. Share the program success
3. Promote the program success
4. Survey and develop

As the Motorcycling Australia Women's Committee we have developed the below program to encourage the development of women in a male dominated sport. The objective of this program is to encourage the development of women across the sport at all levels and to transfer the existing wealth of knowledge and skills that exist in the organisation.

## **MAIN ELEMENTS OF THE MENTORSHIP PROGRAM:**

1. Focus on knowledge acquisition
2. Mutually beneficial for both the mentor and mentee
3. Involves direct interaction
4. The art and benefits of networking
5. Building self-confidence and presentation

# MENTOR PROGRAM

## BENEFITS OF THE PROGRAM FOR THE MENTEE:

Increased learning, motivation, self-confidence, decrease feelings of isolation, fill the identified skills gap, greater career mobility, the development of leadership skills and increase in self-satisfaction.

## BENEFITS OF THE PROGRAM FOR THE MENTOR:

Renewed sense of commitment, stimulation of new ideas, continuous learning and development, building of reputational capital, enhanced leadership skills, satisfaction of giving back and confidence of the next generation.

## STAGES OF THE MENTOR PROGRAM:

### 1. Assess Readiness

- Understanding what mentorship involves
- Consideration of fit from mentoring
- Determination of motivations for engagement

### 2. Prepare

- Self-assessment and awareness building
- Training on how to be an effective mentee/mentor
- Understand the objective of the mentee
- Connecting the two parties

### 3. Set The Stage

- Vision and goal setting
- Clarifying roles of the mentee and mentor
- Developing a mentor plan

### 4. Develop Together

- Implementing the mentoring plan
- Regular check ins
- Ongoing reflection and assessment

### 5. Wrap Up

- Assessing goal achievement
- Celebrating the success of the experiment

### 6. Evaluate and Plan Next Step

- Evaluating effectiveness of the mentorship
- Planning next steps of career advancement

## MENTOR COMMITMENT

The commitment and role of a mentor can be defined as a consultant, counselor and, of course, a cheerleader.

## MENTEE COMMITMENT

The commitment and role of a mentee can be defined as enthusiastic and dedicated to the opportunity of professional development. A mentee should be prepared to drive the relationship and be responsible to execute the projects defined.

## SELECTING A MENTOR

There are many qualities of a good mentor; a mentor should be a compatible personality and a respected expert in their fields. A good mentor should be supportive and genuinely enthusiastic and committed to the process and responsibility.

## SECURING A MENTOR

Do the research and identify an individual who stands out as an expert in the area for which you seek development.

Schedule an initial conversation, describe the guidance for which you seek, ensure that you express your willingness and commitment to the process and the relationship. Be sure to acknowledge your mentor's time and provide them with an overview of why you have identified them as a mentor.

## BECOME A MENTOR OR MENTEE

Register your interest with the MA Women's Committee on [women@ma.org.au](mailto:women@ma.org.au) with your full contact details, the role you are seeking and your outcomes of the program that you are hoping to achieve.

# MENTOR PROGRAM

## PROGRAM CODE OF CONDUCT

The participants will observe the Code of Conduct in respect to the Motorcycling Australia Code of Conduct in conjunction with the organisations values and behavioural expectations. Mentoring is a professional partnership where one person provides guidance, support and expertise to another. Breaches of the Code of Conduct are treated as a serious matter.

## SOME TIPS FOR MENTORS:

- Establish expectations and ground rules
- Take a genuine interest in the development
- Define and set a contact schedule
- Listen carefully, then advise
- Be open about your career and life lessons
- Support the decision your mentee makes
- Celebrate their achievements
- Seek out projects and opportunities to develop their skills
- Open doors and provide them with guidance
- Be accountable and lead by example - Respect confidentiality

## SOME TIPS FOR MENTEES:

- Remember that your mentor is a volunteer
- Take responsibility for your own learning
- Develop trust and rapport
- Be respectful of time and schedule
- Be open about your needs
- Provide feedback to your mentor
- Be flexible and embrace the opportunity
- Respect confidentiality

## REFERENCES:

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Effective Mentoring Practices For The Sport Administrator, 1-44.

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The Complete Mentoring Program. The Complete Mentoring Program Toolkit, 1-26.

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## SUGGESTED SCHEDULE

- Secure a mentor or mentee
- Organise an initial meeting
- Organise a discovery session
- Set goals and outcomes for the program
- Conduct knowledge acquisition about key topics
- Discuss career development and pathways
- Understand what network opportunities exist
- Evaluate and present on the outcomes
- Construct a plan for career development
- Conclude program
- Provide feedback on the program

# MENTORING AGREEMENT

## CONTACT INFORMATION

### MENTOR

Name:

Company:

Title:

Phone Number:

Email:

### MENTEE

Name:

Company/School:

Title:

Phone Number:

Email:

Meeting frequency: \_\_\_\_\_

Place of the meetings: \_\_\_\_\_

Write two to three specific and measurable goals for the mentorship period.

GOAL 1	BEGINNING DATE	PROJECTED ENDING DATE

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