

Rail e-Mentoring Program Information Session



Information Workshop Agenda

<https://ara.net.au/rail-e-mentoring-program>

- Intent of the program
- Participants' expectations and roles
- Requirements of the program
- Program timeline and milestone events



Intent of the Women in Rail Mentoring Program

Following the success of the ARA's Women in Rail Mentoring Program and recognising the importance of connecting ARA members during a time when many are working from home, the ARA is launching a new e-Mentoring program that is open to all members. The program will provide participants with a unique opportunity to connect with others within the rail industry, either by sharing their industry insights and practical career advice as a mentor or by taking on the professional development opportunity as a mentee.

The new six-month ARA e-Mentoring program is open to all employees of ARA member organisations and up to 40 mentoring pairs will be selected in 2020. The program will run from June – December 2020.



Women in Rail Pilot Mentoring Program 2019

https://www.youtube.com/watch?v=GKU_eshrqPY&feature=youtu.be



How the Rail e-Mentoring Program is different from the ARA Women in Rail Mentoring Program

The Women in Rail Mentoring Program is aimed at facilitating gender diversity and retention of female employees in the rail industry through empowering women and providing professional and leadership development opportunities. Only women can apply as mentees.

The Rail e-Mentoring Program encompasses all gender and age groups and focusses on sharing industry knowledge including specific professional issues.

Both programs facilitate networking and are aimed at connecting the industry, strengthening it despite the COVID-19 outbreak.



Why Mentoring?

- Participating in a mentoring program can lead to greater job satisfaction, better performance and improved professional confidence.
- Great benefits for mentors, mentees and their respective organisations
- Benefits for the rail industry through retaining employees in industry

Benefits of Mentoring

Benefits For Mentees

- Engagement with knowledgeable and experienced rail professionals
- Exchange of expertise focusing on specific industry issues
- Guidance and support regarding workplace matters and career development
- Enhancing leadership skills and capability
- Excellent networking opportunities across the Australasian rail industry
- Receiving feedback and developmental guidance
- Identifying professional growth opportunities
- Support with career planning in the rail industry
- Goal setting
- Gaining new perspectives from outside your organisation

Benefits For Mentors

- Satisfaction in helping others
- Giving back to the industry or your profession
- Supporting rail industry emerging leaders
- Staying abreast of issues relevant to the industry
- Further development of mentoring skills such as listening, asking questions, guiding, providing feedback, communication and interpersonal skills
- Gaining new perspectives
- Developing business networks
- Engaging with mentees from different organisations, sectors of the industry and locations around Australia and New Zealand

Mentor? Mentee?

Have you got what it takes?

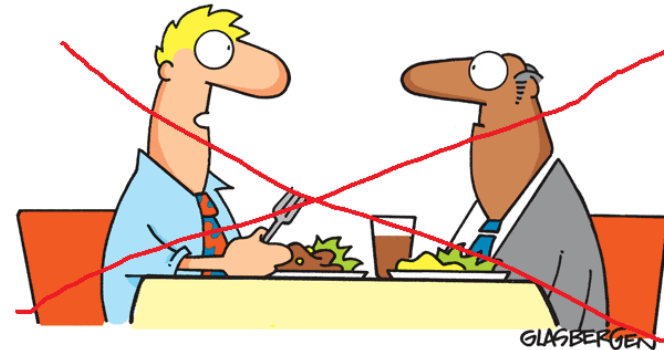


- **As a mentor**
 - What is your **motivation**?
 - **Time** is the asset to invest
 - Sometimes it **takes time to build rapport**
- **As a mentee**
 - What are your **expectations** from mentoring program?
 - **Why** do you want to be mentored?
 - Are you ready to **DRIVE** it?

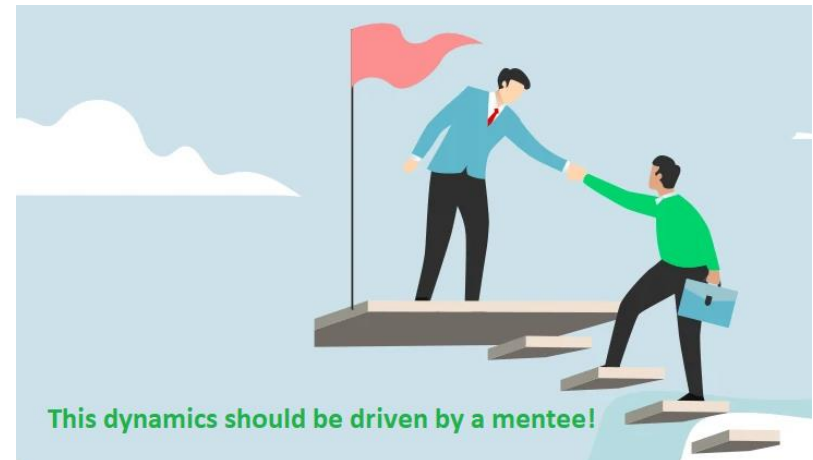
Mentoring is **not**...

- a replacement for line management
- coaching or training or counselling
- a one way road
- a guarantee of outcomes (e.g. promotions, rotations)
- the answer to all of your problems!


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www.glasbergen.com



"I'm looking for a mentor who can show me how to get rich without boring me with a lot of advice."



What is mentoring?



Mentoring is a relationship based on an exchange of knowledge, experience and goodwill.

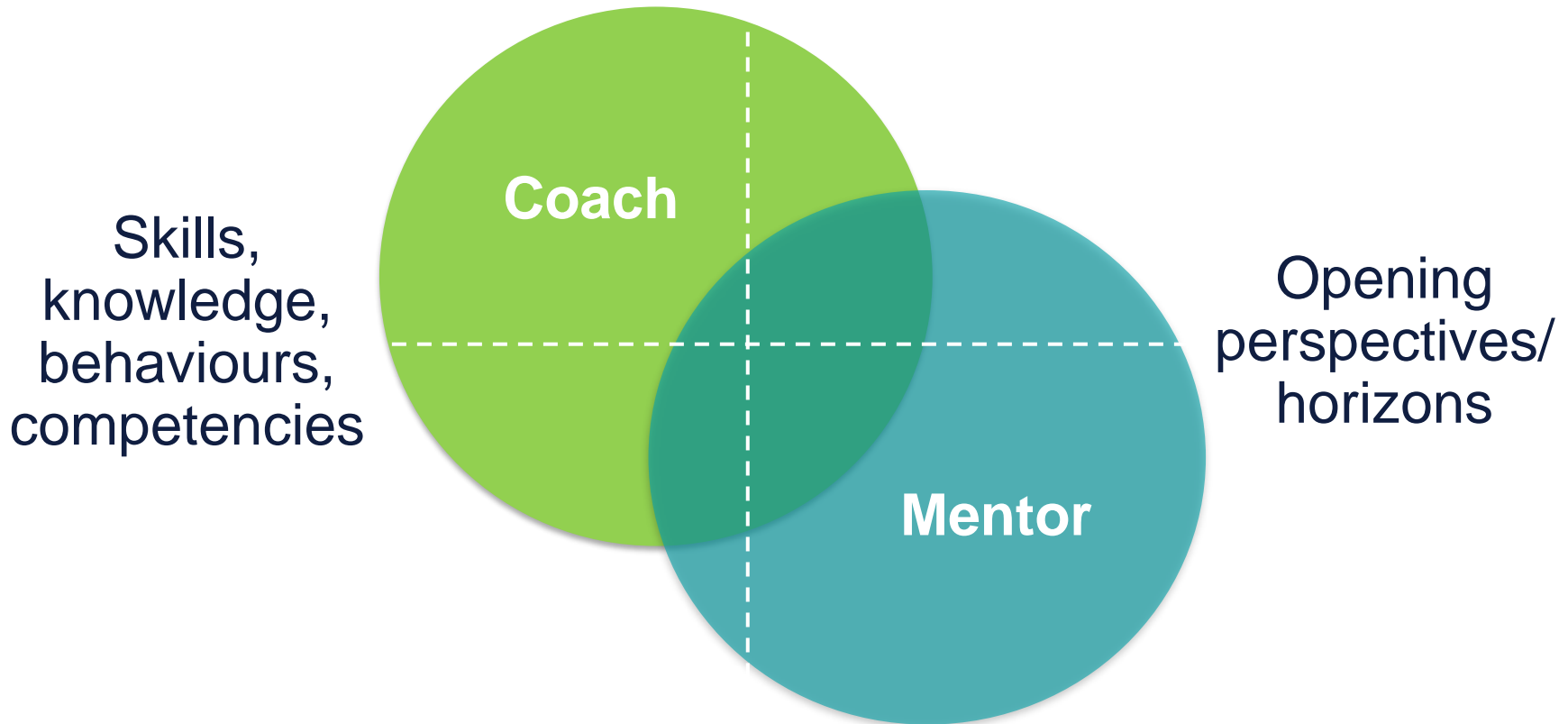
Mentors help someone less experienced gain confidence, clearer purpose, insight and wisdom.

In developmental mentoring, the mentor, too, is changed by the relationship.

Prof David Clutterbuck

Coaching vs Mentoring

Short-term



Long-term

What Next?



Mentees, ask yourself:

- Are you interested in developing yourself?
- Are you looking for greater opportunities in the company?
- Do you want to build your network beyond your work group?
- Do you need help transitioning out of your current role?
- Do you need external expertise with your projects/work issues?
- Complete the application form online by **COB 25 May 2020**

About this Program



- Up to 40 pairs
- 'E-mentoring' format
- 6 months, from June to December
- Only employees of ARA members can participate as mentors and mentees
- Mentoring pairs set own agenda and pace
- What you discuss is confidential
- Mentees: small cost is involved, endorsement/funding from employers is required
- Matching process is primarily based on the requirements related to career/professional development areas

Participants Responsibilities

Mentee

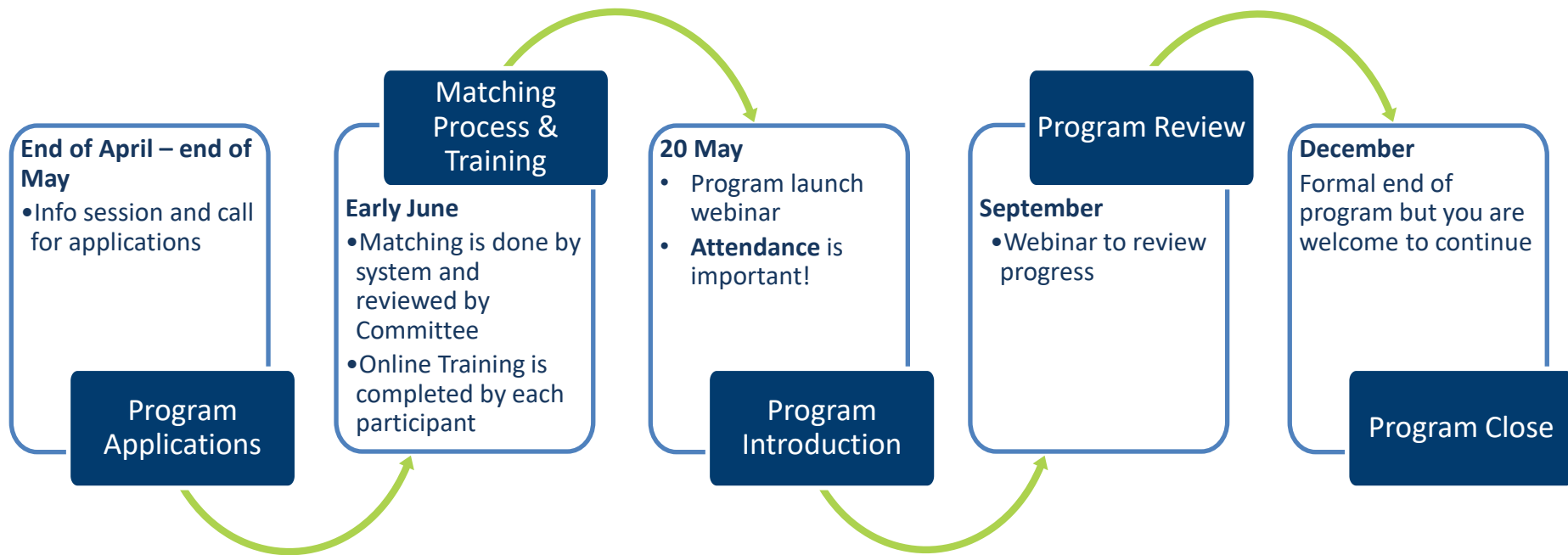
- **‘Drive’ the mentoring relationship – give your mentor direction about what you want from the program and be responsible for booking online meetings**
- Respect your mentor’s time and also your own. Make sure you give this program your full attention and devote enough time to achieve the outcomes you are seeking
- Undertake the program training provided
- Prepare for your meetings to maximise mentors time and the experience
- Read and abide by the Code of Conduct (in Information Pack)
- Respond to your mentor and the ARA Program Manager in a timely manner
- Complete the short feedback surveys sent to you to ensure we can continue to improve the program
- Advise the ARA Program Manager immediately if there are problems or you cannot fulfil your responsibilities

Mentors

- **Be available and accessible to the mentee according to the meeting frequency guidelines of this program. Understand that, if you cancel or postpone meetings frequently, you may send the wrong signal to your mentee and they might give up trying to contact you**
- Undertake the training provided. It will help you, even if you are an experienced manager
- Listen more than you talk
- You may not have the answers to all your mentee’s questions. Don’t go beyond the bounds of your experience or expertise
- Read and abide by the Code of Conduct (in Information Pack)
- Respond to your mentee and the ARA Program Manager in a timely manner
- Complete the short feedback surveys sent to you
- Advise the ARA Program Manager immediately if there are problems or you cannot fulfil your responsibilities
- Be available to discuss workplace strategies to address the coronavirus situation



Program **Timeline**



Program Time Commitment and Dates

Indication of the time commitment for mentors and mentees

Activity	Approx. length
Training, reading and webinars	About 3 days in total
Preparation and time spent in mentoring conversations and follow-ups	1-2 hours per fortnight
Program surveys	½ hour in total

Key dates

Activity	Approx. date
Applications Open	22 April 2020
Program Information Webinar	1 May 2020
Applications Close	25 May 2020
Matching Pairs, Confirmation to Participants	8 June 2020
Program Launch Webinar	22 June 2020
Completion of the Program	Mid December 2020



Questions?

[https://ara.net.au/rail-e-mentoring-
program](https://ara.net.au/rail-e-mentoring-program)

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