



# Women in Rail Mentoring Program

Information pack



**Australasian  
Railway  
Association**



# Contents

About this program .....	2
What do we mean by mentoring?.....	2
Women in Rail Mentoring Program .....	3
Why is mentoring important?.....	3
Benefits of the program .....	4
Mentoring is NOT.....	4
Who can apply .....	4
Application process .....	5
What's involved.....	5
What am I committing to? .....	5
Key dates & program activities .....	6
Frequently asked questions .....	6

# Women in Rail Mentoring Program

**The program was established in 2019 to support, guide and retain women working in rail.**

Female mentees are paired with mentors who can share their own career experiences and offer advice to support the mentee's career and leadership development.

The 2026 program will be delivered on a virtual platform. We do our best to match those who would prefer to meet their partner face-to-face, however this will be dependent on the location of participants who apply.

The program is for ARA members only and runs for a period of nine months. The fee for mentees is \$495 GST inclusive, which will be payable on application for the program. If a suitable match is not available, you will be refunded for the full amount.

There is no cost for mentors to participate in the program.

## About this program

**The ARA Women in Rail Mentoring Program aims to support the personal and professional development of women working in rail.**

This is achieved by pairing mentees with experienced rail professionals who are willing to provide guidance, support and feedback for the mentee to achieve their developmental goals.

The mentor may help the mentee achieve or work towards personal or career goals, introduce the mentee to new ways of thinking, challenge a mentee's limiting assumptions, share valuable life lessons and much more.

The program is for women working in rail with a focus on retention, progression and skill development.

The program is ideally suited to you if you are interested in:

- Guidance for your personal and professional development in the rail industry from someone with a wealth of experience
- A chance to enrich your interpersonal and leadership skills
- An opportunity to explore issues and concerns within a confidential and supportive relationship
- Satisfaction from contributing back to the rail industry and making a difference to someone else

# What do we mean by mentoring?

**Mentor: (Noun) an experienced and trusted advisor.**

Mentorship is a developmental relationship in which one person, usually more experienced or senior, takes time to assist the career, professional or personal development of someone else, who is known as a 'mentee'. Mentoring is most often a one-on-one relationship but is sometimes done in groups.

A mentoring relationship is one that is built on trust, in which there is an exchange of knowledge, experience, and goodwill. Some examples of what our mentors may assist with include:

- Act as a source of information and insight
- Suggest relevant options regarding career development or strategies for achieving professional goals
- Recommend possible resources to improve specific skills
- Help the mentee solve professional challenges in their working life
- Discuss issues of professional ethics
- Discuss workplace related issues and options for how these may be addressed

# Why is mentoring important?

**Participants in mentoring programs report several benefits from their participation, including:**



Improved confidence



Self-awareness



Clearer career direction



Better communication skills



Listening skills



Feedback skills



Enhanced management skills

# Benefits of the program

Mentees	Mentors
<p><b>For mentees, some of the common benefits of mentoring include:</b></p> <ul style="list-style-type: none"><li>• Exploring issues and concerns in a supportive and confidential relationship</li><li>• Obtaining experienced guidance and support</li><li>• Learning from the experience of others</li><li>• Exploring your career development plan</li><li>• Receiving feedback and developmental guidance</li><li>• Networking and learning about effective networking</li></ul>	<p><b>Mentoring programs do not just benefit the mentees. Mentors find tremendous learning and development opportunities of their own. Some of the benefits that are frequently reported for mentors include:</b></p> <ul style="list-style-type: none"><li>• Contributing back to the profession, and gaining personal satisfaction by making a difference for someone else</li><li>• Learning and developing mentoring skills and enriching leadership and interpersonal skills</li><li>• Gaining intellectual challenge by working on issues outside day-to-day experience</li><li>• Discover fresh perspectives that may assist with their own work</li><li>• Increasing profile and expanding professional networks</li></ul>

## Mentoring is not...

<ul style="list-style-type: none"><li>• A replacement for line management</li><li>• Coaching, training or counselling</li><li>• A one-way road</li></ul>	<ul style="list-style-type: none"><li>• A guarantee of outcomes (e.g. promotions, rotations)</li><li>• Aimed to secure a new job</li><li>• The answer to all of your problems!</li></ul>
--	--

## Who can apply

Mentees	Mentors
<ul style="list-style-type: none"><li>• Women working in rail</li><li>• Mentees must be current ARA members</li></ul>	<ul style="list-style-type: none"><li>• Senior professionals working in rail</li><li>• Mentors must be current ARA members</li></ul>

# Application process

Mentees	Mentors
<ul style="list-style-type: none"><li>• Mentees will be asked questions about their background and what they would like to achieve by working with a mentor.</li><li>• Mentees will be asked to complete a short application form to assess their eligibility for the program and to collect details about what they are looking for in a mentoring partner.</li><li>• The fee for mentees is \$495 GST inclusive, which will be payable on application for the program. If a suitable match is not available, you will be refunded for the full amount.</li></ul>	<ul style="list-style-type: none"><li>• Mentors will be asked about the areas in which they feel comfortable mentoring. Please give as much information as you can as it will assist with the matching process.</li><li>• There is no cost for mentors to participate in the program.</li></ul>

**Please register by Sunday 15 March on the ARA website.**  
**You will be advised if there is a suitable match on Monday 30 March.**

## What is involved

- The program runs from March 2026 to November 2026
- Mentors and mentees will be matched according to application details and are required to attend three online webinars: Program Launch, Progress Review and Program Close
- During the program, mentors and mentees will be expected to be in contact at least monthly
- Mentees and first-time mentors will also be expected to complete the Art of Mentoring online training module to prepare them for their mentoring relationship
- The online mentoring platform will provide your mentoring partner's details, the option to communicate with the Program Manager, and access the training and resources.
- During the program, you will receive frequent communications from the Program Manager, giving you helpful tips and information about mentoring and access to other relevant materials available supporting mentees and mentors
- During, and at the end of the program, you will be invited to provide feedback about your experience

## What am I committing to?

Activity	Approximate length
Training, reading and webinars	Approximately 12hrs in total
Preparation, time spent in mentoring conversations and follow-ups	1 – 2 hours each month
Program evaluation surveys	30 minutes in total

# Key dates and program activities

Activity	Date
Applications open	Now open
Online program information session: Online	Date to be confirmed
Applications close	Sunday 15 March
Matching pairs notified	Monday 30 March
Program launch webinar	Monday 20 April
Progress review webinar	Wednesday 26 August
Completion of the program	Monday 7 December

## Frequently asked questions

### How long will the mentoring program run?

The Program will run for nine months from March 2026.

### Who can participate in the program?

Applicants must be members of the ARA at time of application and meet the program's eligibility criteria.

### Is there a fee to participate?

Mentors are volunteers and pay no fees. The fee for mentees is \$495 GST inclusive, which will be payable on application for the program. If a suitable match is not available, you will be refunded for the full amount.

### How many people can participate in the program?

A maximum of 100 mentees are matched with 100 mentors. Please complete your application as soon as possible if you wish to take part.

### How do I apply?

Register for the mentoring program online by Sunday 15 March.

The information you provide will help us match the right mentee with the right mentor, based on experience, skills and what you both want to achieve from the program.

### When will I know if I've been matched, and if so, who I've been matched with?

You will be notified of your match from Monday 30 March and notified of the next steps.

### What if I am not matched?

We will endeavor to match all mentees that complete the application given that we have a suitable mentor.

Some mentors may not be matched if their expertise or experience are not suitable for any applicants. If we don't have a suitable match, we won't pair you for the sake of putting you in the program. If a suitable match is not available, you may be able to apply for transfer to future programs. Alternatively, a refund will be processed.

### What will I have to do if my application is successful?

If your application is successful, you will need to attend three online webinars: Program Launch, Progress Review and Program Close. You will also be asked to complete the Art of Mentoring online training. The training will take 60-90 minutes and will help provide you with the knowledge and skills to have a successful mentoring relationship. It will be up to each pair to establish their own timetables for their monthly one-on-one meetings.

### Will discussions between mentees and mentors be confidential?

Absolutely! Great mentoring relationships are based first and foremost on trust. Your participation in the program is confidential, and you will agree with your mentoring partner on how you will handle confidentiality between you.

### Where can I access more information?

If you're interested in finding out more about the program, please visit the ARA website. If you have any further questions, please email the ARA at [AKeech@ara.net.au](mailto:AKeech@ara.net.au)



#### Contact details

P. 1800 826 011 | E. [ara@ara.net.au](mailto:ara@ara.net.au) | [ara.net.au](http://ara.net.au)  
Unit 6a, 2 Brindabella Circuit, Brindabella Business Park ACT 2609  
PO Box 4608, Kingston ACT 2604 Australia

---

#### Abby Keech

Event Manager  
M: +61 434 320 717 | E: [akeech@ara.net.au](mailto:akeech@ara.net.au)