



**Mentoring at**  
**University College Dublin**

Supporting your professional growth and development



# BREAKING BOUNDARIES

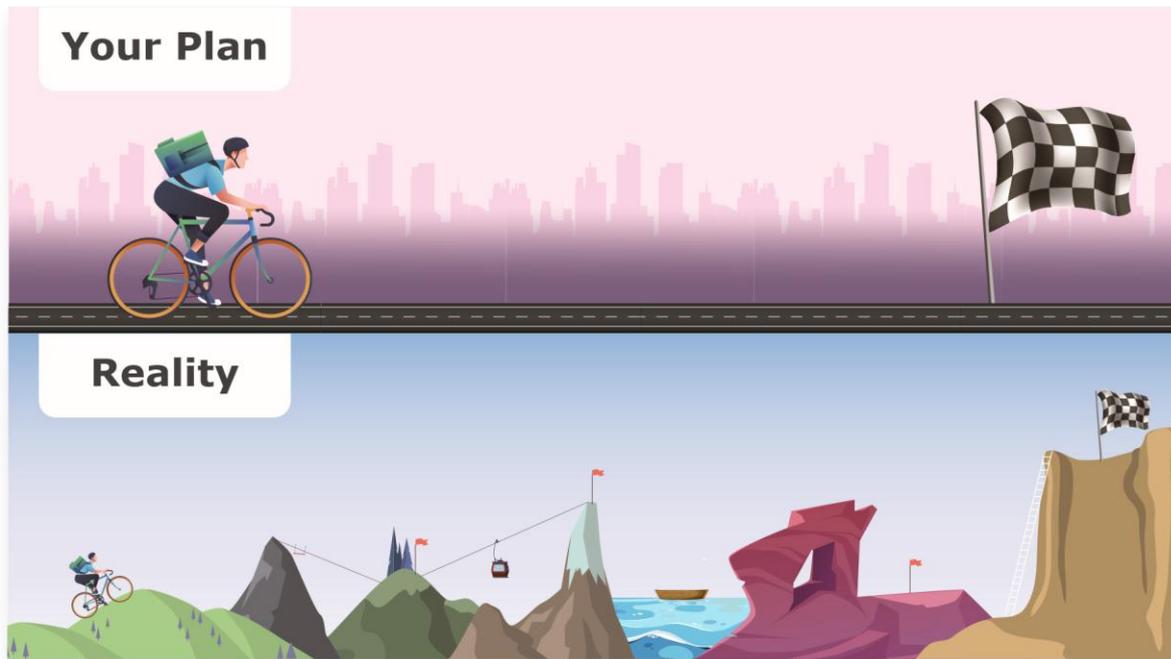
STRATEGY TO  
2030 

*"As an inclusive community and an integrated organisation,  
UCD will be a place where potential is realised".*

**ONE UCD**



# Mentoring at UCD



Mentoring is a relationship between two people, the purpose of which is building on capabilities and knowledge, sharing wisdom and experience and offering alternative ways of looking at issues and guiding in a confidential manner.

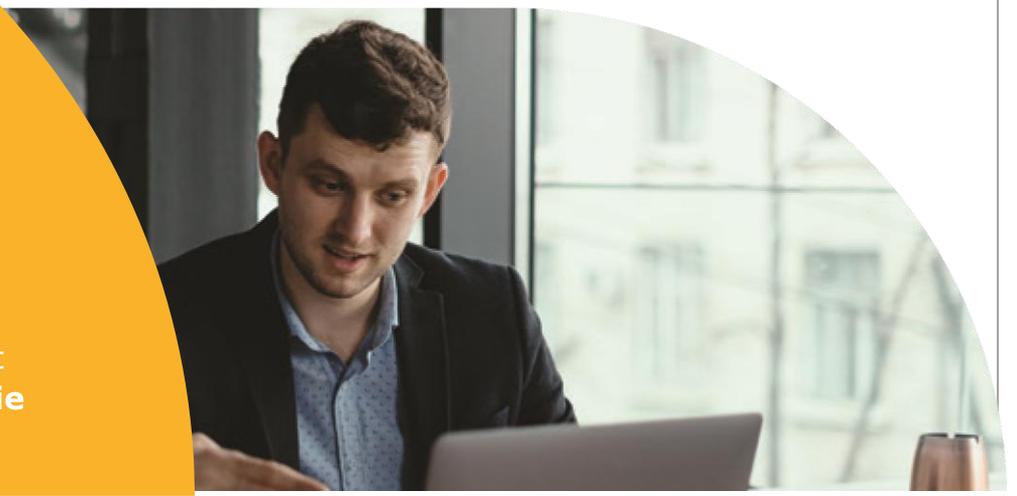
It is for anyone interested in exploring their potential and developing and growing their career at UCD.

# Mentoring Principles at UCD

**For a mentoring relationship to succeed, it needs to be underpinned by the following principles:**

- Engagement in a mentoring relationship is on a voluntary basis for both the mentor and the mentee
- Ownership of the mentoring process rests with the mentee and they drive the mentoring agenda
- The mentoring relationship is confidential – unless otherwise agreed by both parties
- Mentoring is non-directive in its approach
- It is a partnership built upon trust and mutual respect
- The mentor empowers the mentee to take responsibility for their own learning and career development
- The relationship places no obligation on either party beyond its developmental intent
- Mentoring is distinct and separate from the Performance for Growth process (P4G) in UCD

For more information contact  
[peopledevelopment@ucd.ie](mailto:peopledevelopment@ucd.ie)



# Benefits of Mentoring

## Mentee Benefits include

- ◆ Opportunity to discuss, consider and refine your career options and goals
- ◆ Support in managing relationships with other people
- ◆ Opportunity to challenge your own thinking
- ◆ Gaining insight into how UCD's culture operates

## Mentor Benefits include

- ◆ Opportunity to engage with other employees and increase familiarisation with current issues
- ◆ Enhancement of own experience and development
- ◆ Experience a sense of satisfaction from helping a colleague to achieve their goal
- ◆ Opportunity for reflective space and consideration of challenges which may be unfamiliar



# Roles and Responsibilities

## Mentors

Generally a mentor will hold a position that is senior or is more experienced than the Mentee. The approach of the Mentor will adapt according to the needs of the Mentee; remember that the Mentoring relationship is driven by the Mentee.

The Mentor may at times be a role model or sounding board and at other times challenger, advisor or facilitator. However they will demonstrate the highest professional standards. The range of personal attributes that a mentor displays includes:

- An interest in developing themselves and others
- Being open to a new experience
- Being accessible and have excellent listening ability
- Capable of building trust and maintaining confidentiality
- Remaining constructive with the focus on the development of the Mentee



## Mentees

The Mentee has a role in ensuring the success of the Mentoring relationship and can add to this by:

- Being open and honest when discussing their goals with the Mentor
- Being prepared for each mentoring conversation
- Demonstrating a willingness to engage in career development opportunities
- Appreciating and respecting the commitment on the part of the Mentor
- Maintaining confidentiality

## Head of School/Unit or Line manager:

- Encouraging Mentees and Mentors to engage in the process
- Meeting with potential Mentors where appropriate to discuss suitability for the Mentor role
- On occasion meeting with the potential Mentees to encourage engagement in the process and to assist with the choice of Mentor

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