

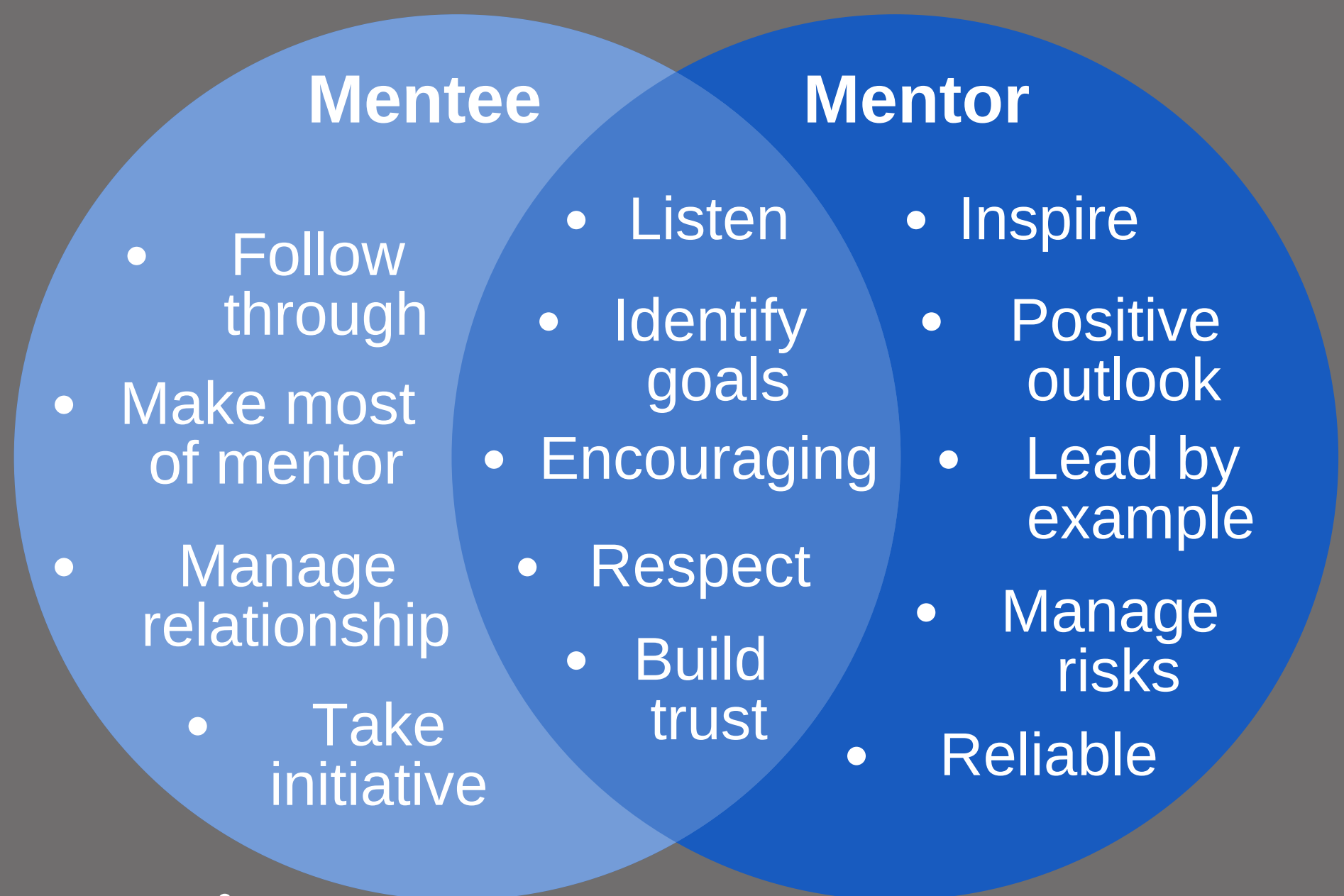
# OFN Guidelines

## How to Build a Successful Mentoring Relationship

### Mentoring Skills

#### Tip: Mentors are not...

- A parent
- All knowing
- A tutor
- A therapist
- A coach
- A disciplinarian



### Building the Relationship Strategies

#### Step 1

- Getting acquainted with mentoring
- Housekeeping / ground rules

#### Step 2

- Build trust/ overcome awkwardness
- Committing to mentoring goals

#### Step 3

- "Real" mentoring begins; revisit goals
- Deepen engagement

#### Step 4

- Using developed skills to seek goal completion
- Monitor progression

#### Step 5

- Celebrate success of mentoring relationship
- Reflect on experience



### Mentoring Building Blocks

#### Tip: How to Communicate

##### Listen

- Active listening
- Listen more than speak
- Listen to non-verbal cues
- Be attentive

##### Speak

- Paraphrase to show understanding
- Ask open-ended questions
- Provide constructive feedback