

Tips for Mentors

The hallmark of mentorship is a willingness to invest in the development and success of a junior person. The success of junior faculty is important to the department and your mentoring provides a valuable service in helping to “quick start” the tenure and promotion process. There are general guidelines about the role of the mentor and mentee (see the Psychology Mentoring Program document). The purpose of this document is to provide general information on mentoring best practices and resources related to being a mentor.

General tips for successfully mentoring junior faculty:

- Talk about expectations for the mentoring relationship (frequency of meetings, topics covered, confidentiality, open-door policies).
- Exchange CVs to stimulate discussion about career paths and possibilities.
- Maintain a positive attitude toward your mentee, including encouraging her/his accomplishments and providing constructive criticism when needed or requested.
- When setting goals with the mentee, keep in mind where he/she should be in 3 years and 6 years, and discuss department and university values.
- Use your knowledge and experience to help your mentee identify and build on her/his strengths.
- The most valuable resource you can share with your mentee is your time. Try to be in contact twice monthly with mentee (initiate one contact per month).
- Discuss annual performance reviews before and after the evaluation, including previewing the document before it is submitted. You’re an important source of information about the mentee during the review meeting as well.
- Try to support the intellectual independence of the mentee.
- Help your mentee sort out priorities, including budgeting time to prioritize research and balancing multiple demands.
- One person cannot fulfill every need that a junior faculty member might have. Help your mentee identify and develop relationships with other potential advisors and mentors who have expertise in key areas.

Resources related to being a mentor:

- <http://www.advance.rackham.umich.edu/givingandgettingcareeradvice.pdf>
- http://academicaffairs.ucsf.edu/ccfl/media/UCSF_Faculty_Mentoring_Program_Toolkit.pdf
- <http://www.advance.cornell.edu/documents/Exemplary-Junior-Faculty-Mentoring-Programs.pdf>
- <http://www.apa.org/science/leadership/bsa/interdisciplinary-joint-appointments.pdf>
- <http://www.faculty.harvard.edu/sites/default/files/downloads/2.2.1%20Mentor%20Resources%20-%20Columbia%20University%20-%20Summary%20of%20Finding%20on%20Bias%20and%20Evaluation.pdf>