



GRADUATE MENTORING PROGRAM

WHY MENTORING?

Would you like:

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

ABOUT THIS PROGRAM

The **AVA Mentoring Program** aims to support the personal and professional development of individuals looking to learn from others through coaching and mentoring. This is achieved by pairing mentees with an experienced veterinarian who has lived experience and/or strengths in areas you are looking to strengthen and who are willing to provide guidance, support and feedback for the mentee to achieve their developmental goals for their mentoring relationship.

The mentor may help the mentee achieve or work toward 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.

WHAT DO WE MEAN BY MENTORING?

mentor: (noun) an experienced and trusted adviser.

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:

- 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?

The **AVA Mentoring Program** is an important component for developing and sustaining satisfying professional careers of veterinary professionals.

Participants in mentoring programs report a various number of benefits from their participation: improved confidence, self-awareness, clearer career direction, better communication skills, listening skills, feedback skills, more assertive communication, and enhanced leadership skills.

BENEFITS OF THE PROGRAM

For mentees, some of the common benefits of mentoring include:

- Exploring issues and concerns in a supportive and confidential relationship
- Obtaining experienced guidance and support
- Learning from the experience of others
- Exploring your career development plan
- Receiving feedback and developmental guidance
- Networking and learning about effective networking

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:

- Contributing back to the profession, and gaining personal satisfaction by making a difference for someone else
- Learning and developing mentoring skills and enriching leadership and interpersonal skills.
- Gaining intellectual challenge by working on issues outside day-to-day experience
- Discover fresh perspectives that may assist with their own work
- Increasing profile and expanding professional networks

WHO CAN APPLY?

To join the program as a mentee, you must:

- be in your final year of veterinary study
- or up-to 4 years post graduation
- be an AVA member

To join the program as a mentor, you must:

- have at least 3 years experience in the profession
- be an AVA member

Both mentees and mentors must also be willing to complete the online training provided, review the support resources available and engage completely in the relationship process, connecting with your mentee/mentor at least monthly.



Growth is the mindset.
Mentoring is the art.

APPLICATION PROCESS

Mentees and mentors 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.

Mentees will be asked questions about their background, and what they would like to achieve by working with a mentor. Mentors will be asked about the areas in which they feel comfortable mentoring. Please give as much information as you reasonably can as it will assist the matching process.

Please submit your application by **end of July**, by completing the application on the mentoring platform **here**.

You will be advised if there is a suitable match by **early September**.

WHAT'S INVOLVED?

The **AVA Mentoring Program is a 12-month program, September to August**.

Mentors and mentees will be matched according to application details and are required to attend three events; Program Launch, Progress Review; and Program Close, all of which will be delivered via Webinar. These events provide an opportunity to connect with fellow mentors/mentees, share experiences and learn new skills to enhance your mentoring journey.

During the program, mentors and mentees will be expected to be in contact approximately 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. Acceptance into the program is conditional upon your commitment to completion of the training.

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 AVA, giving you helpful tips and information about mentoring and access to other relevant materials available for supporting mentees and mentors.

During and at the end of the program, you will be invited to provide feedback about your experience.

WHAT IS THE TIME COMMITMENT?

Activity	Time required
Training, reading resources and attending workshops	Up to 1 day total
Preparation and time spent in mentoring conversations & follow-ups	1-2 hours a month
Program surveys	1/2 hour total

KEY DATES & PROGRAM ACTIVITIES

Getting Started	Applications Open	Mentor applications are taken anytime Mentee applications open in May
	Program Information Webinar	July
	Applications Close	Start of August
	Matches Notified	Start of September
	Online Training	Available after enrolment
	Program Launch Webinar*	September
Clarifying Direction & Purpose	First Mentoring Meeting	From September
Mid-way check-in	Progress Review - Mentors	February
	Progress Review - Mentees	February
Winding Up & Moving On	Final Mentoring Meeting	August
	Program Close	September

*Matched mentees and mentors will receive invitations to register for program events.

PROGRAM BOUNDARIES

This program is not about the mentor finding a job for the mentee or a guarantee of promotion. It is also not the mentor's role to take on people leadership responsibilities on behalf of the reporting manager.

This program is supported by the AVA and our kind sponsors and as such is complimentary for participants.



Major Sponsor



Supporting Sponsors

AVA Platinum Supporter





Growth is the mindset.
Mentoring is the art.

CODE OF CONDUCT

In applying for and entering into the AVA Graduate Mentoring Program, it is understood that the following code of conduct is adhered to at all times:

1. The AVA is committed to supporting new veterinary graduates through enabling mentors who will support these new members through their first year in the profession.
2. The mentoring relationship is a powerful development experience that is aimed to support the mentee but it is a relationship likely to have personal and professional benefits for both mentor and mentee.
3. Supporting new graduates through this mentoring program is recognition of the importance that the AVA places on positive and dynamic early experiences of professional practice.
4. The mentor encourages the mentee to develop positive attitudes to their professional life and career planning.
5. The interaction with mentees is likely to be an affirming experience for mentors who are likely to experience the positive effects of volunteering, assisting a receptive colleague and having their interest and effort appreciated.
6. Both the mentor and mentee have a responsibility to invest their time skills and experience into the partnership. Mentors and mentees must respect each other's time and other responsibilities, ensuring they do not impose beyond what is reasonable.
7. The mentor may take many roles: being a role model, sounding board, helping build networks and career support, sometimes simply being there to listen and challenge. The mentor responds to the mentee's developmental needs and challenges.
8. Mentors must be aware of the stressors which challenge many new graduates. Identifying when a mentee needs help which is beyond the expertise of the mentor is a critical skill for a mentor.
9. Feedback from the mentee on how the relationship is working for them and what could be done to improve it, is an important part of the mentee's development.
10. Listening is an important skill for a mentor. A mentor should be prepared to listen to the mentee's views and avoid the natural urge of many scientists to look for quick solutions.
11. Both mentor and mentee volunteer their time, energy and expertise. Either party may request to dissolve the relationship if they feel it is not working for them. However, they have a responsibility to discuss options to improve their relationship before deciding on this step.
12. Mentors and mentees should be encouraged to discuss any issues with the Program Manager.

13. The mentor is encouraged to suggest options and to empower the mentee rather than give directed advice or single solutions. This helps develop self-reliance and resilience in the mentee.
14. Mentor and mentee must be open and truthful to each other about the relationship itself, reviewing from time to time how it might be made more effective.
15. Mentors and mentees must abide by the AVA professional code of ethics and policies. Mentors should be aware of the resources relevant to recent graduates through the AVA and outline the benefits of being a member.
16. Mentors and mentees must be careful in their discussions with their partners not to denigrate other employers or workplaces.
17. All participants understand the confidentiality and privacy of the mentor/mentee will be strictly adhered to at all times.
18. Mentor and mentee share responsibility for the smooth winding down of the relationship after the 12 months of their assignment.
19. Although the mentor/mentee relationship is for a year, many mentors and mentee continue to stay in touch for a range of beneficial reasons.

FREQUENTLY ASKED QUESTIONS

<i>How long will the mentoring program run?</i>	The AVA Mentoring Program will run for 12 months from September to August
<i>Who can participate in the program?</i>	Mentees - AVA members in their final year of study or up to 4 years post graduation. Mentors - AVA members with at least 3 years experience.
<i>Is there a fee to participate?</i>	Thanks to generous sponsorship this program is free and exclusive to AVA members.
<i>How do I apply?</i>	Complete the online application by the due date here The information you provide will help us 'match' the right mentee with the right mentor, based on location, experience, skills and what you both want to achieve from the program
<i>When will I know if I've been matched, and if so, who I've been matched with?</i>	You should hear from us by early September as to whether you have been matched and the next steps to take.

<i>What if I am not matched?</i>	We will endeavour to match all mentees who complete the application with a suitable mentor. Some mentors may not be matched if their expertise/ experience is not suitable for any applicants. If a suitable match is not available, you may be able to apply or transfer for future programs.
<i>What will I have to do if my application is successful?</i>	If your application is successful, we recommend you attend three events; Program Launch, Mid-Program Review and Program Close, all of which will be delivered via Webinars. Please see the key dates table on the platform 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 one-on-one meetings, which should take place at least monthly throughout the program.
<i>Will discussions between mentees and mentors be confidential?</i>	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.
<i>Will I be able to claim CPD points in my role as a mentor or mentee?</i>	Yes, all mentors and mentees will be eligible for 2 structured points for participating in the mentor/mentee training and 1 structured point for each webinar. You can also claim up-to 1 unstructured point for each hour time spent meeting with your mentor/mentee. In some jurisdictions participating in a mentor program is part of your registration requirements.
<i>Where can I access more information?</i>	If you're interested in finding out more about the program, including key dates please visit the mentoring platform https://www.ava.com.au/learning-hub/mentoring-program. Questions may be directed to the Program Manager using the Contact Program Manager button on the mentoring platform or at mentoring@ava.com.au; T: (02) 9431 5000.