



HR Inspire Motivate through Mentoring 2023

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Purpose

- Achieve your professional development goals
- Contribute to the growth of HR community around Asia

Criteria - Mentee

- ASIAHRM / Asia HR Woman Club member
- Commit to a 5-month mentoring relationship and have at least 2 sessions a month with your mentor
- Participate in the mentoring webinar on how the ASIAHRM Mentoring Program works
- Commit to the program and evaluate it by providing feedback

Criteria - Mentor

- Recognized ASIAHRM Professional mentor (pro-bono)
- Selfless giver
- Commit to a 5-month mentoring relationship and have at least 10 sessions with each mentee
- Commit to the program and evaluate it by providing feedback

Roles & Responsibilities - Mentee

- Prepare for the mentoring sessions
- Identify your goals for the period
- Share when you are at your best learn
- Apply learning from the mentoring session to their daily work / life
- Respect mentor's networks
- Keeping notes of sessions

Roles and Responsibilities - Mentor

- Manage the overall agenda of sessions
- Identify mentee's goals
- Support mentee to prepare for sessions
- Apply learning styles to the mentoring session
- Challenge the mentee on the ideas and suggestions
- Discuss potential conflicts of interest
- Respect confidentiality of the mentee

What should be covered in each session

- State the objective of the session
- Review the current situation
- Come up with options
- Finalize your action plan, if any

Mentoring Journey

	Start	Connect & Grow	End
Mentee	<ul style="list-style-type: none"> • Write down your goals in a journal • Find the right mentor • Participate in the Mentoring webinar 	5-month and at least 10 sessions <ul style="list-style-type: none"> • Have the first session: • Get to know each other • Confirm goals <p>After a session:</p> <ul style="list-style-type: none"> - Reflect and take agreed actions - Prepare for the next session 	<ul style="list-style-type: none"> • Take a step toward realizing your potential • Provide feedback on the program
Mentor	<ul style="list-style-type: none"> • Conduct the Mentoring webinar • Respond to the requests from the mentees 	<ul style="list-style-type: none"> - Have at least 8 sessions, and at the last session reflect on the journey 	<ul style="list-style-type: none"> • Inform ASIAHRM when the mentee completes the program • Provide feedback on the program



Schedule & Fee

The first intake – Feb - June 2023

The second intake – Aug – Dec 2023