A tuākana mentor's guide to speed-mentoring

Speed mentoring is a series of short, focused conversations about specific questions. You will meet with a limited number of mentees in 3 minute time-slots.

A teina mentee will be assigned to one of two 'waves', which will alternate between mingling amongst other ECRs and participating in a mentor session. When directed, they will move to a mentor's table. At the start of each session, a buzzer or similar will sound. There will be 1 minute to move between tables. Not all mentors will meet with all mentees.

At the start of each session, the mentee has been advised to give you their 'elevator pitch'. They should share:

- Your name and institution or employer
- Degree, subject or research area
- Skills
- Career aspirations or goals

Things you might be asked:

There will probably be time to ask 2-3 questions. Here are some suggestions of things that might be asked:

- If you could only give one piece of advice to an ECR, what would it be?
- What was instrumental for you in forging your career path?
- What soft skills should I develop or seek experience in?
- How can I improve my professional visibility?
- What suggestions do you have based on my career field and goals?

Can you recommend any other people I should talk to? How should you plan to respond to the questions?

- Do your best to answer the questions quickly and with specific steps the mentee can apply.
- What skills seem to be most widely applicable to their chosen path, how can the fine-tune these?
- What professional groups can they join?

What do you wish you had known when you looked for your first professional job? This is where your experience in your field will be highly valuable. At the end of the session, the mentee should briefly explain what they will do as a result of the discussion: what's next? If appropriate, you can initiate exchanging contact details, although this is not a requirement.

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