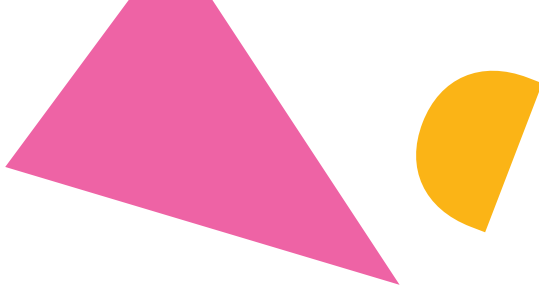


The background is a solid light pink color. Overlaid on this are several large, abstract geometric shapes in a darker red color. These shapes include a large triangle pointing downwards in the upper right, a large circle in the middle right, and a large trapezoid pointing downwards in the lower right. The text is positioned on the left side of the page, partially overlapping the pink background and the red shapes.

# FESTIVAL CITY ADL INDUSTRY MENTORING GUIDE

FOR THE MENTOR

FESTIVAL  
CITY **ADL**



# About

In 2023, Flinders University and Festival City ADL partnered to deliver a suite of programs and benefits to its students studying festivals and events.

The collaboration includes the delivery of an Industry Mentoring Program, designed to lower barriers to advice and development for young professionals entering the industry.

Mentoring is the partnership between a more experienced person (the mentor) and someone less experienced (the mentee). Mentoring is a structured relationship where a student receives professional guidance and support from an experienced professional.

Successful mentoring partnerships are built on mutual respect, professionalism, openness and an equal commitment to the relationship.

It is important to note that mentoring is not similar to a teacher-student dynamic; it is centered around conversation rather than formal teaching.

A mentor is not a service provider and mentoring does not guarantee practical experience.

A mentor is also not expected to possess omniscient knowledge or have all the answers; the nature of mentoring lies in collaborative exploration.

Mentoring is not provided with a personal agenda; it is not about advancing the mentor's interests.

Mentoring focuses on quality and impactful interactions. It is based on generosity, expertise, and connection.

This guide is for the MENTOR.

# Benefits of Mentoring

## FOR THE MENTOR

### Personal Satisfaction

A sense of fulfillment from the mentoring relationship.

### Giving Back

The opportunity to contribute and give back to the community.

### Boost in Self-Esteem

An increase in self-esteem through the act of mentoring.

### Idea Exchange

The chance to share and exchange ideas with mentees.

### Widening Networks

Expansion of professional networks by connecting with emerging practitioners.

### Enhancement of Personal Practice

Improvement in their own professional practice as a result of mentoring others.

## FOR THE MENTEE

### Guidance from Experienced Individuals

Access to seasoned professionals who have navigated similar paths.

### Building Confidence

Opportunities to enhance self-confidence and belief in one's abilities.

### Increased Visibility

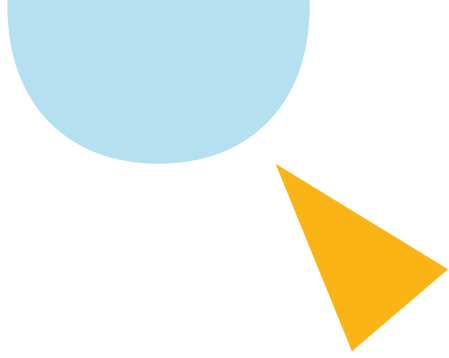
Potential for more connection to the festivals and events community.

### Networking Prospects

Opportunities to expand professional connections through networking.

### Insight into the Festivals and Events Sector

Improved knowledge about the intricacies of the festivals and events sector.



## WHY DO YOU WANT TO MENTOR?

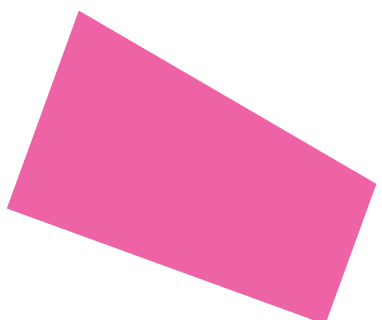
Before initiating a mentorship, mentors should take a moment to reflect on their motivations and the reasons for wanting to support someone's growth.

They need to assess their readiness and availability for the time commitment essential for an effective mentorship.

Mentors must delve into their expertise and experiences, identifying areas where they can offer valuable guidance.

Simultaneously, mentors should be mindful of the significance of establishing clear communication and setting realistic expectations for both parties involved.

Recognising the unique needs and goals of the mentee is crucial, allowing mentors to tailor their approach and support accordingly. Having a positive and open-minded mindset is important, creating an environment that fosters learning, growth, and mutual respect. By taking the time to consider these factors, mentors ensure they are well-prepared for a meaningful and impactful mentorship journey with their mentee.



### QUESTIONS TO ASK YOURSELF:

Why do I want to help someone as a mentor?

Am I ready to be a mentor at this point in my career?

Can I keep a positive and open-minded attitude to create a helpful and learning environment?

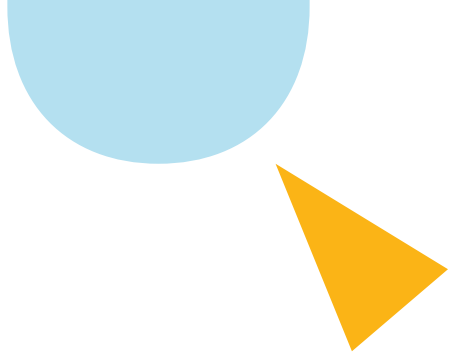
Do I have enough time to dedicate to being a mentor?

Am I open to being challenged?

Am I ready to think about new ways I could approach things?

What do I want from this mentorship journey?





## ROLE OF MENTORS

The mentor assists the mentee in understanding the big picture. In doing so, the mentor helps the mentee recognize patterns in their past actions and possibly unhelpful beliefs. The mentor achieves this by listening carefully, sharing their own experiences, asking challenging questions, and supporting the mentee in being clear and confident.

Guiding mentees to discover their own solutions to challenges.

Challenging mentees' preconceptions and assumptions about themselves, professions and career paths.

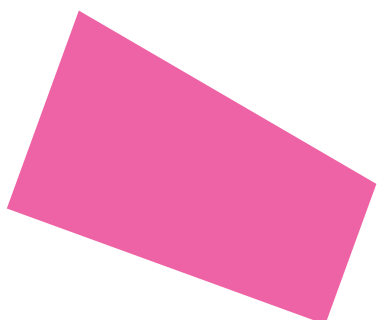
Fostering mentees' confidence in their decisions and abilities.

Sharing personal experiences and stories openly.

Providing a patient and non-judgmental environment for mentees to test ideas.

Demonstrating cultural sensitivity.

Listen attentively and provide structure, feedback and direction, including holding the mentee accountable.



# HOW TO MAKE AN IMPACT?

## **Avoid Quick Assumptions**

Encourage open communication, allowing the mentee to explain their thoughts and decisions before making assumptions. Building trust is crucial to the mentor-mentee relationship.

## **Be Honest**

Acknowledge that failure and struggles are part of the learning process. Share your own mistakes and experiences to create a supportive environment. Remind the mentee that everyone makes mistakes, emphasizing the value of learning from them.

## **Ask Informed Questions**

Help the mentee develop their communication skills by asking thoughtful questions. Encourage them to provide comprehensive explanations before offering feedback. Teaching them to question their perspective and delivery enhances their skills and ensures constructive feedback

## **Inspire Through Storytelling**

Share your own story to inspire the mentee. Recognize and highlight their strengths and qualities, explaining their value

## **Take Action and Follow Through**

Demonstrate commitment by following through on agreed-upon actions. Avoid over-commitment but ensure reliability in fulfilling promises

## **Keep Experience Relatable**

Consider the mentee's stage in their career and relate your experiences to their current situation. Reflect on your early career and the period after your graduation to provide relatable guidance.

## **Set Boundaries**

Clearly define professional boundaries. Guide the mentee in understanding appropriate professional behavior and provide guidance if they overstep. Avoid overcommitting to requests that may be difficult to fulfill and communicate honestly when necessary.

# CHECKLIST

## BEFORE FIRST MEETING

Reach out to your mentee via email and request a short introduction to themselves if not already provided.

Consider your own experiences and strengths that align with the mentee's interests and career aspirations.

Reflect on your expectations and what you aim to achieve from the mentoring relationship.

## AT FIRST MEETING

Inform your mentee of your available meeting times throughout the program, scheduling as many as possible in advance.

Clarify your preferred communication method and discuss availability outside scheduled meetings.

Briefly outline your career journey, emphasising unexpected opportunities or setbacks that contributed to your professional growth.

Communicate your motivations for being part of the program and what you hope to gain from the mentoring relationship.

Ensure a clear understanding of what your mentee is seeking from the mentoring relationship

## AFTER FIRST MEETING

Start planning how to best assist your mentee and guide them in achieving their goals.

Share interesting industry articles or content to contribute to your mentee's growth.

Check in with your mentee to obtain their summary of the meeting and enquire about their feelings and progress.



## SAMPLE QUESTIONS TO ASK YOUR MENTEE

### VISION | STRATEGIC

What do you aspire to be and achieve, and why is it important to you?

What personal values are informing your goals?

What challenges do you perceive to your progress?

### PRACTICAL | ACTION

How can I support you most effectively?

Reflecting on the time since our last meeting, what noteworthy events or developments have occurred?

Have you accomplished the tasks you committed to in our previous discussions?

### DIRECTIONAL

What significant lessons have you learned since our last session?

Are there any obstacles where you feel stuck and require guidance?

What's the next actionable step or goal you plan to tackle?

## Get In Touch

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