

Corporate Mentorship Program

Questions and Answers

May 21, 2024

What is the Corporate Mentorship Program?

The Corporate Mentorship Program involves a trust relationship in which the mentor invests time and effort to enhance the mentee's growth and professional development by sharing knowledge, experiences and perspectives. The mentor guides and supports the mentee through their learning journey of self-awareness, discovery and development, facilitating independent thinking, creativity and problem-solving geared toward achieving personal and organizational success. The program enhances leadership at all levels in the public service.

What's in it for me?

For mentees, this is a great opportunity to learn from workplace leaders and experienced co-workers. Mentorship not only helps in skill development; it also increases your professional network. If you are interested in finding a mentor, express your interest to your manager/supervisor through your work-planning discussions.

For mentors, this is an opportunity to share your knowledge and insight with someone who is interested in learning and professional development. It also gives you a chance to further develop your leadership skills. We have heard from mentors who say that they learn as much as their mentees. If you are interested in being a mentor, express your interest to your manager through your work-planning discussions.

Who is eligible to mentor?

All out-of-scope employees and in-scope employees level 10 and above (specifically those who have demonstrated a leadership ability) who want to pass on the experience, knowledge and perspective that has come from their career with the public service are eligible to mentor.

What is expected of mentors?

Mentors are expected to:

- Support the development of the mentee by providing coaching and feedback.
- Review and understand the mentee's profile and action plan.
- Share knowledge, experience and perspectives while fostering learning by listening and asking questions.
- Acknowledge the mentee's accomplishments and be open to feedback from the mentee.
- Learn from the mentee.

What is expected of mentees?

Mentees are expected to:

- Commit to career and professional development.
- Drive the mentorship partnership.
- Clearly identify developmental goals and priorities within the Mentorship Action Plan outlined for the partnership.
- Prepare in advance for mentorship meetings.
- Ask questions and listen.
- Be open to feedback and different ways of thinking.

Corporate Mentorship Program

Questions and Answers

What is the time commitment?

The program requires you to commit to the following:

- Matches run for eight months.
- Discuss with your supervisor how your participation in the program will link to learning objectives in your work plan, before submitting a signed approval form.
- Prepare for mentoring sessions.
- Provide a minimum of two hours contact per month (face-to-face, phone call, videoconference, MS Teams or WebEx).
- Attend the launch and orientation session at the beginning of your match.
- Attend the Corporate Mentorship Program's learning and networking events when you can.

How does the Corporate Mentorship Program's matching system work?

For the 2024-25 intake period, mentors and mentees will complete a profile assessment which will be administered as a survey. The information obtained from each mentor/mentee survey will be used to recommend matches. The CMP program coordinator will facilitate the matching process and pair mentees with mentors. It should also be emphasized that mentees and mentors have the ability to 'self-match' themselves. Program participants are encouraged to have conversations with individuals they believe would be good fits as either mentors or mentees. If a self-made match is agreed upon by both parties, both parties can email mentorship@gov.sk.ca to confirm your acceptance of a partnership.

How do I apply?

- Consider your goals and objectives for a mentoring partnership, referring to the Government of Saskatchewan's leadership competencies.
- Discuss the benefits of mentorship to your learning and development needs with your immediate supervisor and get your approval form signed. You can find these forms on the [Corporate Mentorship Program](#) page on Taskroom.
- On the Corporate Mentorship Program page on Taskroom, you will find full details and instruction for the 2024-25 program. You will also find a link to complete your profile assessment which is necessary in order to recommend and formalize matches.
- There may be a waiting period while you are matched with your ideal mentor or mentee. In the meantime, review the information pertaining to your roles and expectations along with the Mentorship Action Plan, found on the Corporate Mentorship Program page on Taskroom.
- Once you are matched with a mentor or mentee, you will receive a confirmation email with information on next steps.

I already have someone in mind that I'd like to mentor. Should I still go through this program?

Absolutely! If there is someone specific you'd like to mentor or be mentored by, have a conversation with your potential partner. If both parties are in agreement, contact the Program Coordinator at mentorship@gov.sk.ca, who will help facilitate the match. The program also gives you access to additional learning events and tools.

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Questions and Answers

Why have I been paired with someone from another ministry?

The Corporate Mentorship Program was developed to provide employees with career and professional development opportunities to increase leadership capacity at all levels in the organization. This is a government-wide program that crosses ministry boundaries and encourages a one team approach to growing our future leaders. If you prefer to be matched with a mentor/mentee from your own ministry, you can indicate this preference when you complete your profile.

What if my match doesn't work out or isn't a fit?

Every effort is made to match mentors and mentees based on areas of interests, skills and expectations. When a mentorship relationship is not working out, please contact the Program Coordinator at mentorship@gov.sk.ca. Each situation will be handled on a case-by-case basis by either finding a more suitable match, or deferring to the next program intake, if necessary.

I am an engineer interested in an engineering-specific match. How do I specify this in my profile?

Engineer-specific matches will continue to be offered again this year for engineers working towards their Professional Engineer designation from the Association of Professional Engineers and Geoscientists of Saskatchewan. If engineer mentors and mentees are interested in an engineering-specific match, all they need to do is select the Engineering Mentorship Program under the intake section when completing their profile.