

AWIS

ASSOCIATION FOR WOMEN IN SCIENCE

The Art of Becoming a Better Mentor and Mentee Workbook

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PRELIMINARY 'PONDERING'

What are my most critical career concerns right now?

What goals and objectives would I like to address to develop a successful mentoring relationship?

MENTORING WORKSHOP

List five words that characterize your thoughts about mentoring.

CONTEXT AND DATA

TYPES OF COMMUNICATION

Written

Verbal

Nonverbal

DRAWING BUGS ACTIVITY

1. The bug is round.
2. The bug has eight legs, grouped in pairs with four legs on the left and four legs on the right. In the pairs, one leg is longer than the other.
3. The bug has two eyes on top of the body.
4. The bug has two squiggly antenna.
5. The bug has two pea-pod shaped wings.
6. The bug has a spot next to each wing.
7. The bug has a triangular stinger on the bottom of the body.
8. The bug has two feelers on each foot - one longer than the other, both coming from the same side of the leg.
9. The bug has a round mouth, placed between the two eyes.
10. The bug laid five square eggs to the left of the stinger.

IMPLICIT BIAS AND THE WORKPLACE

- 1.
- 2.
- 3.
- 4.

RECOGNIZING BIAS

- What are some of the things you have learned about "people like you"?
- What's true about "people like you"?
- Which of these would you like to see eliminated?

MENTORING IS GOOD FOR YOU

- What have been the positive and negative aspects of your past and current efforts in mentoring?
- What do you need to know now?

What are some of the positive aspects of being a good mentor?

What are some of the positive aspects of being a good mentee?

PRAGMATIC MENTORING TECHNIQUES

Where do you think past mentoring went off track?

DO'S AND DON'T OF MENTORING

- Be yourself (thoughtfully)!
- Never embarrass your colleagues or put them in an awkward position.
- Have an (appropriate) sense of humor.
- Recognize that your actions, whether good or bad, will often have consequences.
- Seek the unwritten and inside rules.

DIFFERENCES BETWEEN:

1. Mentor
2. Advisor
3. Coach
4. Sponsor
5. Supervisor

CONSIDER THESE QUESTIONS BEFORE SAYING YES

1. Must this be done?
2. Must this be done by me?
3. Must this be done right now?
4. Must this be done this way?
5. If I say yes to this, what am I saying no to?

ACHIEVING YOUR GOALS

What one thing will you now do differently in your role as a mentor/mentee?

POST-MENTORING WORKSHOP

Based upon what you have learned today, what else could you do to improve upon your mentoring relationship?

- 1.
- 2.
- 3.
- 4.
- 5.

CREATING A PERSONALIZED MENTORING PLAN

Introspection is a critical component of a successful mentoring relationship. If you were to develop a personalized mentoring plan, what other components should be addressed?

RESOURCES

- Association for Women in Science – www.awis.org
- “Getting the Most out of Your Mentoring Relationships – A Handbook for Women in STEM” by Donna J. Dean, PhD - <http://www.springer.com/us/book/9780387924083>
- “From Ph.D. to Professoriate” – chapter titled *Mentoring Postdoc Women from an Institutional Perspective* by Donna J. Dean, PhD and Cynthia Simpson, M.Ed - <http://www.nationalpostdoc.org/>
- “Advancing Postdoc Women Guidebook” – chapter titled *Work-Life and Childcare Resources for Postdoc Women* by Janet Bandows Koster, MBA and Cynthia Simpson, M.Ed - <http://www.nationalpostdoc.org/>
- International Mentoring Association - <http://mentoringassociation.org/>
- Work and Family Researchers Network - <https://workfamily.sas.upenn.edu/>
- Mentor - <http://www.mentoring.org/>
- YouTube – Importance of Mentoring - <https://www.youtube.com/watch?v=4digQ4ELIa0>
- YouTube – 5 Reasons Mentoring Relationships Fail - <https://www.youtube.com/watch?v=5CO0nTquRoQ>
- TED Talk - http://www.ted.com/talks/lang/en/sheryl_sandberg_why_we_have_too_few_women_leaders.html
- Implicit Association Test - <https://implicit.harvard.edu/implicit>
- Gender Bias Calculator - <http://www.tomforth.co.uk/genderbias/>