

Aboriginal mentoring programs overview

Agency	Program	Description	Program contact	Key elements			
				Intent and expectations	Establishing relationships	Specific program elements	Evaluation
WA Country Health Service	Aboriginal Mentorship Program 'Your Footsteps Our Future'	<p>A formal structured Aboriginal mentorship program open to all Aboriginal staff.</p> <p>The program aims to offer a supportive environment within which to learn and develop professionally.</p> <p>Mentors can be either Aboriginal or non-Aboriginal. Mentee's are Aboriginal staff.</p> <p>The program was implemented in February 2014 and is based on a "train the trainer" model. WACHS staff have been trained "Trainers" to deliver a one day Mentorship Seminar to WACHS staff to become mentors</p> <p>The program is the WA Country Health Service's commitment to develop a workforce culture and environment that supports the employment and retention of Aboriginal people and provide an opportunity for non-Aboriginal staff to engage in cross-culture exchange.</p>	<a href="mailto:aboriginalmentorship@health.wa.gov.au">aboriginalmentorship@health.wa.gov.au</a>	<p>Provide an effective mentoring program which results in motivated and engaged employees, encourages mentees to form internal networks with an aim to promote career and professional development.</p> <p>During the relationship, mentors will provide their mentees with advice and support.</p>	<p>The mentor - mentee matching process for the Aboriginal Mentorship Program is a holistic approach. It takes into account the mentor's skills, abilities and experiences as outlined in the mentor application form.</p> <p>The mentor and mentee complete a Partnership Agreement including establishing boundaries including what issues will not be addressed and strategies to prevent crossing boundaries.</p>	<p>Resources such as power point presentations, fact sheets and facilitators notes have been developed as well as a Trainers network established for support.</p> <p>All mentors get a file of resources once they have completed the training. These resources include templates for partnership agreements, meeting notes, relevant policy information etc.</p> <p>Mentees are provided with guidelines and fact sheets.</p> <p>Both mentees and mentors are free to request another match with no questions asked at any time within the mentorship program.</p>	<p>Evaluation is scheduled for 12 months due to commence in February 2015.</p> <p>Evaluations will be done electronically and recorded using Survey Monkey. Interviews with the program partners will be undertaken as necessary.</p> <p>Evaluation of the mentoring from both the mentor's and mentee's perspective is a crucial part of increasing the likelihood of a successful mentoring relationship.</p>
Department of the Attorney General	Mentoring Program	<p>A voluntary 12 month formal mentoring program available for all internal staff.</p> <p>The program was implemented in July 2011 as part of the Department of the Attorney General's commitment to develop and sustain its organizational capacity by recognising and developing the skills and expertise of its people.</p>	<a href="mailto:Stephen.cannon@justice.wa.gov.au">Stephen.cannon@justice.wa.gov.au</a>	<p>The mentoring program is a voluntary, two-way learning experience created through agreed expectations and constructive comments.</p> <p>It aims to develop enhance the performance of staff through a cost effective work based learning strategy to achieve career development outcomes for individual employees.</p>	<p>The mentor - mentee matching process occurs through a Self Match or Facilitated Match process.</p> <p>Self Matching occurs through internal networking and nominating a mentor on the application form. Facilitated Matching is conducted by the Program Coordinator and provides mentees with up to three potential mentors to choose from.</p> <p>Mentors and mentees attend separate half day training, followed by a half day joint training session.</p>	<p>Strategic HR seeks expressions of interest on an annual basis from staff who would like to be either a Mentor or a Mentee</p> <p>Each participant will enter into a Mentoring Agreement. The Agreement will cover how and when to meet as well as the goals and expected outcomes for the partnership.</p> <p>The program provides a 'no fault' exit clause for all parties should they wish to end the mentoring relationship.</p>	<p>Periodic reporting of the progress of participants occurs during and at the conclusion of the program.</p> <p>This may take the forms of written questionnaires, online surveys, focus groups for mentors and mentees or individual interviews with participants once the program has ended.</p>

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Department of Housing	Mentoring Program	<p>A formal 12 month Aboriginal mentorship program which ensures a process that is culturally appropriate and consistent with the diversity, values and characteristics of Aboriginal employees.</p> <p>The program was launched in March 2014.</p> <p>The program offers a great opportunity for both mentors and mentees to develop their skills, set and work towards future goals. It's a valuable method of sharing of knowledge and management and leadership experience.</p>	<p><a href="mailto:Workforce.Development@housing.wa.gov.au">Workforce.Development@housing.wa.gov.au</a></p>	<p>The purpose of the Mentoring Program is to facilitate mentoring relationships so that experienced mentors can share advice, knowledge and experiences with mentees, resulting in a mutually beneficial professional development relationship.</p> <p>It aims to assist Aboriginal employees to feel more confident working at the Department, build cultural security, and provide an opportunity for Aboriginal mentors to develop their own leadership capacity.</p> <p>An introductory workshop is held for mentors and mentees to provide an overview of the structure of the program and mentor and mentee roles and responsibilities.</p>	<p>The mentor – mentee pairing will be drawn from the mentee's application and finalised after the initial meeting with the mentor.</p> <p>Where an appropriate pairing cannot be made immediately, the Department will advise and endeavor to continue to seek an appropriate match.</p> <p>Mentors and mentees attend a mandatory face-to-face initial introductory training session soon after pairing to signify the beginning of the program.</p> <p>Mentors are also invited to a professional development event during the mentoring year.</p>	<p>An Aboriginal Steering Committee has been established to support and inform the program.</p> <p>The Program outlines from commencement that discussions are restricted to work related issues that will assist in the professional development of the mentee and mentor.</p> <p>Should either the mentor or mentee feel dissatisfied with the other for any reason whatsoever, relations may be discontinued and an alternative mentor may be provided.</p>	<p>A mid-program feedback survey is emailed to participants in addition to being invited to a six month review workshop and twelve month recognition ceremony to share experiences and give feedback.</p> <p>Evaluation is sought of both the experience for the individual mentees and mentors and for the effectiveness of the program for the organization.</p>

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<b>Public Sector Commission</b>	Foundations of Government Human Resources (FoGHR)	The mentoring program attached to the FoGHR program is designed to provide participants with a supportive environment to transfer knowledge and share experiences as they complete the FoGHR program.	<a href="mailto:TheCentre@psc.wa.gov.au">TheCentre@psc.wa.gov.au</a>	<p>The aim of the mentoring program is to support participants on their learning journeys as they complete the requirements for the FoGHR program.</p> <p>During the relationship, mentors will provide their participants with advice and support about the application of their enhanced HR skills in the workplace.</p>	<p>The mentor matching process is holistic. It will take into account the mentor's skills, abilities and experiences as outlined in the mentor application form and their resume.</p> <p>All efforts are made to align these with the goals and interests of the FoGHR program participants (mentees) as outlined in their program application form to match them appropriately.</p> <p>The mentor and mentee complete a "Relationship Boundaries" form to together to establish what issues will not be addressed and strategies to prevent crossing boundaries.</p>	<p>Both participants and mentors are free to request another match with no questions asked within one week, following the orientation event. After this time, the Program Manager should be contacted to discuss the situation.</p> <p>As well as the initial orientation there is a formal mentor/mentee workshop provided by PSC towards the conclusion of the program.</p> <p>At any stage throughout the program if the relationship is not working for whatever reason mentors and mentees are advised to contact the Program Manager immediately.</p>	<p>Preliminary information is gathered via the mentor application form.</p> <p>Formal evaluations will be undertaken during the mentoring component at key stages including mid-way through the FoGHR program and following the graduation event.</p>