



THE INFLUENCE, COLLABORATION
& OPPORTUNITY NETWORK
FOR B2B PROFESSIONALS

JUNIOR MENTORING PROGRAM

ICON NSW | 2017 APPLICATION PACK



MARSDEN
GROUP



MENTORING PROGRAM

The ICON mentoring program is designed to provide a platform through which industry mentors can provide career advice and support to aspiring B2B professionals.

OBJECTIVES AND BENEFITS FOR MENTEES

The program encourages mentees to:

- Identify career goals and create strategies to achieve these goals
- Receive advice, networking opportunities and career support

There are both immediate and long term benefits for mentees:

- Strategies and tools for achieving career aspirations.
- A stronger sense of professional self
- Increased self-esteem and confidence
- Improvement in existing skills and development of new skills
- An insight into leadership and management roles
- Increased networking opportunities

BENEFITS FOR MENTORS

Mentors will benefit from:

- Developing their own leadership skills while helping others to develop theirs
- Learning from mentees' innovative ideas and concepts
- Developing creative solutions to challenges presented by the mentee
- Helping to shape the careers of other B2B professionals in the industry
- Giving back to the industry which they have been part of for many years

PROGRAM TIMING AND STRUCTURE

The program will run from July to December 2017, with one scheduled meeting each month (for a total of six meetings).

- The suggested length of each meeting is one hour, and can be arranged as is suitable for the mentor and mentee; we suggest catching up at a café over coffee.
- Additional communication may include phone or email interaction, depending what is agreed upon by both parties.

MENTEE RESPONSIBILITIES

Mentees are required to:

- Confirm the date, time and location for each meeting with the mentor.
- Buy the coffees!
- Come to each meeting with a goal, topic or question to discuss so as not to waste mentor's time (ideally communicated to the mentor ahead of time so that they have time to consider the points for discussion).
- Actively and conscientiously pursue strategies and plans.

MENTOR RESPONSIBILITIES

Mentors should:

- Empower the mentee: ensure the mentoring relationship is driven by the needs of the mentee – increasing their understanding of and ability to handle challenges on their own.
- Actively listen and explore scenarios: act as a sounding board, helping mentees explore where a course of action might lead, while ensuring that mentees retain ownership of the challenge/opportunity and the decision about how to best manage it.
- Provide feedback: mentors listen for both facts and feelings and provide feedback on the whole message.
- Provide information: personal insight, options and ideas at a time when the mentee is ready for them.
- Context shift: help mentees become more self-aware.
- Remain objective: provide clear, non-judgmental descriptions of what they observe the mentee doing or intending to do – describe the consequences they anticipate or observe, offer insight into the situation while refraining from telling the mentee what to do.
- Provide encouragement.
- Help the mentee explore options relative to their career path.

RULES AND ETHICS

- Mentee to shout coffee at the meeting!
- Either party to give 24 hours' notice when moving an agreed meeting
- Confidentiality to surround every aspect of every meeting and communication
- Do not engage in conduct that is unlawful, dishonest, unprofessional or discriminatory
- If either party has any concerns during the program, please contact your ICON Mentoring Program Committee Member:

**APPLICATION
FORMS –
JUNIOR
PROGRAM**



MENTEE APPLICATION – JUNIOR PROGRAM

MENTEE'S PERSONAL DETAILS

STATE

FIRST NAME

LAST NAME

JOB TITLE

COMPANY

OFFICE ADDRESS

OFFICE PHONE

EMAIL

MOBILE PHONE

YEARS' EXPERIENCE

LINK TO LINKEDIN PROFILE

MENTEE'S CAREER SUMMARY

PROFILE INCLUDING ANY SPECIFIC GOALS

E.g. I graduated from XYZ University in 2006 and commenced a career in FMCG marketing before moving across to professional services in 2009. I have since worked in comms/bus development/marketing roles with the view to heading up a BD stream in the future. My interests include brand management and on the weekends I love training for marathons!

CURRENT POSITION

TITLE/ROLE

COMPANY

LENGTH OF TENURE

PREVIOUS POSITION

TITLE/ROLE

COMPANY

LENGTH OF TENURE

MENTEE APPLICATION – JUNIOR PROGRAM

INVOLVEMENT IN THE ICON JUNIOR MENTORING PROGRAM

1. Why do you want to be involved in the ICON Mentoring Program?
2. What are you looking for from your mentoring relationship?
3. What are the characteristics of your ideal mentor?
4. Ideally, what type of organisation would your mentor work for (Legal/Accounting/Engineering/Consulting)?
5. Ideally, what position would your mentor hold within their organisation?
6. Any other comments?

MENTOR APPLICATION – JUNIOR PROGRAM

MENTOR’S PERSONAL DETAILS

STATE

FIRST NAME

LAST NAME

JOB TITLE

COMPANY

OFFICE ADDRESS

OFFICE PHONE

EMAIL

MOBILE PHONE

YEARS’ EXPERIENCE

LINK TO LINKEDIN PROFILE

MENTOR’S CAREER SUMMARY

PROFILE INCLUDING ANY SPECIFIC GOALS

E.g. I graduated from XYZ University in 2006 and commenced a career in FMCG marketing before moving across to professional services in 2009. I have since worked in comms/bus development/marketing roles with the view to heading up a BD stream in the future. My interests include brand management and on the weekends I love training for marathons!

CURRENT POSITION

TITLE/ROLE

COMPANY

LENGTH OF TENURE

MENTOR APPLICATION – JUNIOR PROGRAM

INVOLVEMENT IN THE ICON JUNIOR MENTORING PROGRAM

1. Why do you want to be involved in the ICON Mentoring Program?
2. What do you expect to bring to a mentoring relationship?
3. What are the characteristics of your ideal mentee?
4. Do you have any preference on the type of organisation your mentee would work for (Legal/Accounting/Engineering/Consulting)?
5. Any other comments?

JUNIOR MENTORING PROGRAM CONTACTS

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