

CEPAR MENTORING SCHEME

BACKGROUND

CEPAR Research Fellows, Senior Research Fellows, Senior Research Associates and Postdoctoral Fellows (hereafter referred to as Fellows) are recruited to work on one or more CEPAR projects under the supervision of a project leader/s who is/are also a Chief Investigator/s. Project leaders are responsible for formally mentoring the Fellows, although at times other CEPAR researchers provide informal mentoring.

THE SCHEME

Introduction

The CEPAR Mentoring Scheme is a formal scheme designed to pair Fellows with senior researchers within the Centre who will act as Mentors in addition to their formal supervisors.

Participation in the Scheme is voluntary.

The Mentor may be a Chief, Partner or Associate Investigator or a CEPAR Honorary Professor located within or outside the Fellow's node and from a disciplinary background that is the same as or different to the Fellow's background.

Mentors will be matched with Mentees based on how well their knowledge, skills, experience, disciplinary background and/or influence are compatible with the Mentee's stated goals.

Aims

The primary aim of the Scheme is to support the professional and personal growth of Mentees by appointing a Mentor who may

- provide advice on career and goal planning
- support the development of skills and leadership capabilities
- offer another perspective on the Mentee's research
- provide advice on work/life balance
- provide advice on strategies for engaging with or translating research for stakeholders or the media
- provide advice on publication or grant application strategies
- provide networking or other opportunities through their connections.

The mentorship may be focused on a particular area of development or concern or career development more broadly.

The Scheme will also provide benefits to CEPAR by enhancing connection and collaboration within and across nodes as well as with other institutions where our Partner Investigators, Associate Investigators and Honorary Professors are based.

Duration

The Mentor-Mentee relationship may last for the duration of the Fellow's employment with the Centre or may have a shorter duration depending on the nature of the goals set.

When it is recognised that a Mentor-Mentee relationship is coming to its natural end due to achievement or near achievement of goals it is important for both parties to acknowledge this and mutually agree on the termination of the relationship.

The Mentor-Mentee relationship will be entered into initially for a six-month foundation period, after which the Mentor and Mentee should discuss whether they wish to continue the relationship for the duration of the Fellow's appointment with the Centre. It is important that the discussion be direct and respectful. Where it is decided that the relationship will not be continued, the Mentoring Team will be in touch with both parties to seek feedback on the program and explore other options for the Mentee.

Application and Selection Process

Following the launch of the Scheme, CEPAR Fellows will be invited to apply to participate in the Scheme using the attached application form. Thereafter, Scheme Guidelines and application forms will be included in induction packs for new Fellows.

The CEPAR Mentoring Team¹ will then attempt to match each applicant with a Mentor based on the Mentee's stated preferences.

Once matched, Mentees and Mentors will be advised in writing and provided with the attached 'Advice for Mentees' / 'Advice for Mentors' which set out individual roles, expectations and tips for developing a successful Mentoring relationship.

The Mentoring Scheme will be formally launched in October, with the first meetings to take place on the second day of the CEPAR annual workshop. Mentees accepted into the program following the workshop will be required to make initial contact with the Mentor within two weeks of formal notification.

Review

The program will be reviewed after it has been in operation for one year. Mentors and Mentees will be surveyed to gauge the effectiveness of the Scheme and to elicit suggestions for improvement.

Acknowledgements and references

CEPAR acknowledges the mentoring programs developed by UNSW Sydney and the ARC Centre of Excellence in Convergent Bio-Nano Science and Technology (CBNS), on which the CEPAR program is partially based. We were also grateful for insights contained in the report on the PhD Mentoring Scheme developed by the Emerging Researchers in Ageing.

Hurry, C. (2017) CBNS Mentee Guidelines

Hurry, C. (2017) CBNS Mentor Guidelines

Henwood, T., Bartlett, H. & Carroll, M. (2011). Mentoring Emerging Researchers in Ageing: Evaluation of a pilot mentoring Scheme. *Educational Gerontology*

UNSW Human Resources (2015) Academic Mentoring Program.

<https://www.hr.unsw.edu.au/services/peopleandculture/BEADMentoringGuidelines2015.pdf>

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¹ The Mentoring Team will comprise the two Directors of Mentoring and the Senior Administrative Officer – Research and Mentoring Support.