



# ELEMENTS OF EFFECTIVE PRACTICE FOR **MENTORING** **RECRUITMENT**

Recruitment focuses on recruiting appropriate mentors and mentees, by realistically describing the program objectives and expected outcomes. Recruitment strategies should build positive attitudes and emotions about mentoring, and target mentors and mentees whose skills, backgrounds, and needs best match the goals and structure of the program.



## **SCREENING**

Screening focuses on screening prospective mentors to determine whether they have the time, commitment, and personal qualities to be a safe and effective mentor; and screening prospective mentees to determine if they have the time, commitment, and desire to be effectively mentored. Screening emphasizes keeping participants, especially young people, safe in mentoring relationships.



## **TRAINING**

Training is essential to the success of a mentoring program. Training focuses on ensuring that prospective mentors, mentees, and their parents or guardians have the basic knowledge, attitudes, and skills needed to build a safe and effective relationship. Training of mentors, particularly, has documented implications for the length of match relationship as well as both parties perceptions of the quality of the relationship.



## **MATCHING**

Matching helps create appropriate mentoring relationships by using strategies most likely to increase the odds that the relationship will be safe and effective. Matching should consider individual characteristics about the mentor and mentee in order to foster an enduring relationship. Initiating is the step that formally establishes the mentoring relationship.



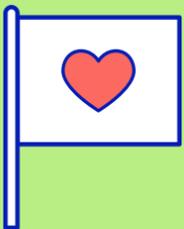
## **MONITORING AND SUPPORT**

Monitoring and support is critical to mentoring not only to create satisfying and successful relationships, but also to adjust to changing needs of the mentee and mentor, and to ensure safety. Support ensures ongoing advice, problem-solving, training, and access to resources for the duration of a mentoring relationship.



## **CLOSURE**

Bringing a mentoring relationship to closure in a way that affirms the contributions of both the mentor and the mentee is essential to ensuring the relationship ends with positive consequences for the mentee. Closure is a normal stage in a mentoring relationship and mentors and mentees should be able to prepare for closure and assess their experience with the relationship.



Adapted from MENTOR's The Elements of Effective Practice for Mentoring.