



Trinity College Dublin

Coláiste na Tríonóide, Baile Átha Cliath

The University of Dublin

Top Tips for being a great mentor

There is no template for being a great mentor. However, you may find the advice on this page useful as you craft your own mentoring approach. [Tracking My Mentoring Journey](#) document can be helpful to frame your time with your student mentee. Supporting students to complete and submit this document with your co-signature by March will facilitate the student to receive a Mentoring Certificate of Completion.

- **Let the mentee take the lead** – Mentees are encouraged to take the initiative and to drive the mentoring relationship. Encourage your mentee to take initiative. Ask them what they want from mentoring and what they hope to achieve. Be a guide, not a supervisor.
- **Set objectives together** - Work together with your mentee at the beginning of your contact to define some SMART (Specific, Measurable, Assignable Realistic, Time-related) objectives. Encourage them to make a simple plan for working towards those objectives and review the progress they are making. Be sure to acknowledge what you have achieved together and what the next steps should be.
- **Encourage them to reflect** - Encourage your mentee to be open-minded and to reflect on their more basic preconceptions about their future: What do they really want from their career? What do they want their daily life to be like? Why do they want to take this path?
- **Be a critical friend** – Your mentee will have many questions and preconceptions about your field and they may have unrealistic expectations. Do your best to clarify, demystify and prepare your mentee for the realities of the career path they are interested in in a tactful and constructive way.
- **Encourage them to access more help** - All Trinity students have access to their careers consultant as well as other issues such as finance, personal counselling and disability related issues. Please encourage them to ask for help if they need it. The Careers Advisory Service can help connecting them with other [Student Services](#).

How can the College support you?

Student mentees- Where career or personal development advice is sought by a student mentee outside your specialist area, you should refer back to the [Careers Service](#) or careers@tcd.ie or the [online career portal MyCareer](#) so that a careers consultant can work with the student. For other Trinity supports for students see [Trinity Support Services](#).