



MENTORING PROGRAM

FAQS FOR PROGRAM PARTICIPANTS

How can I get the best out of my Mentor meetings

We recommend reviewing the mentoring resource, “Session Guide: Meeting Structure, getting the most out of your meetings” located here: <https://www.scl.org.au/mentoring-resources>

My Mentor/Mentee isn't replying to me

Occasionally you may find that you have messaged your mentor or mentee but you have not received a response. There are often a number of reasons this might happen, so we recommend:

1. Try sending another message! As you can appreciate, our SoCLA members are all busy professionals and on occasion they might have missed your email, and within reason will appreciate a gentle reminder. As a Mentor, your mentee might be intimidated by your seniority.
2. Send a LinkedIn request. Sometimes your mentor or mentee may have changed organisation and not yet updated their contact details.
3. If this does not work, please do contact your [Mentoring Program Coordinator](#). Contact details can also be found on the [SoCLA Mentoring website](#).

I'm not sure my Mentor/Mentee is right for me

The matching process is undertaken in-person manually and whilst we try to meet applicant's preferences regarding the general professional profile and location of their mentor/mentee, this is not always possible for several reasons - it is very dependent upon who applies for the program, your previous participation and matches in the program, the number of mentors participating and where they are located in any given year.

If you are unsure about your match, in our experience, we recommend that you give the pairing a good try and come back to us if it still doesn't work out, because more often than not these matches will end up being a fantastic learning experience!

Participants are encouraged to take advantage of the opportunity to be mentored and potentially be exposed to a new sector and new ways of thinking and approaching problem solving.

If you still believe your match is inappropriate because:

- they are a competitor,
- you have a conflict of interest, or
- they are a direct report,

please do contact your [Mentoring Program Coordinator](#). Contact details can also be found on the [SoCLA Mentoring website](#).

Where can I find the Mentoring Program Guidelines

Here: [SoCLA Mentoring Program Guidelines](#)

Or here: <https://www.scl.org.au/mentoring-resources>

What is the Participants Code of Conduct

SoCLA expects that participants will:

- comply with the Participation Code of Conduct contained in these [Guidelines](#);
- behave in an ethical, professional and responsible manner at all times and be mindful of the professional integrity and reputation of the person they are matched with;
- remain committed to the Program;
- be sympathetic to the reasons for any communication breakdown (refer further below)
- if experiencing difficulties impacting on your participation in the program, advise the Program Manager, Louise McManamon as soon as possible. This is very important;
- advise their mentor/mentee and the Program Manager if they have relocated for work, are travelling for a lengthy period etc.

Participants Code of Conduct

Participants in the Program must:

- behave ethically and professionally at all times;
- treat other participants in the Program – particularly their mentor or mentee, as the case may be – with respect and courtesy;
- comply with any relevant laws, including privacy and occupational health and safety laws;
- maintain confidentiality of contact details and any other information or discussions which the participants agree are of a confidential nature;
- not improperly use the Program to gain or seek to gain a financial advantage or to cause detriment to another participant;
- at all times, behave in a manner that promotes the objectives of the Society of Construction Law Australia; and
- if they encounter or experience any grievance, behave with respect and integrity and advise the Mentor Program Manager (mentoring@scl.org.au).