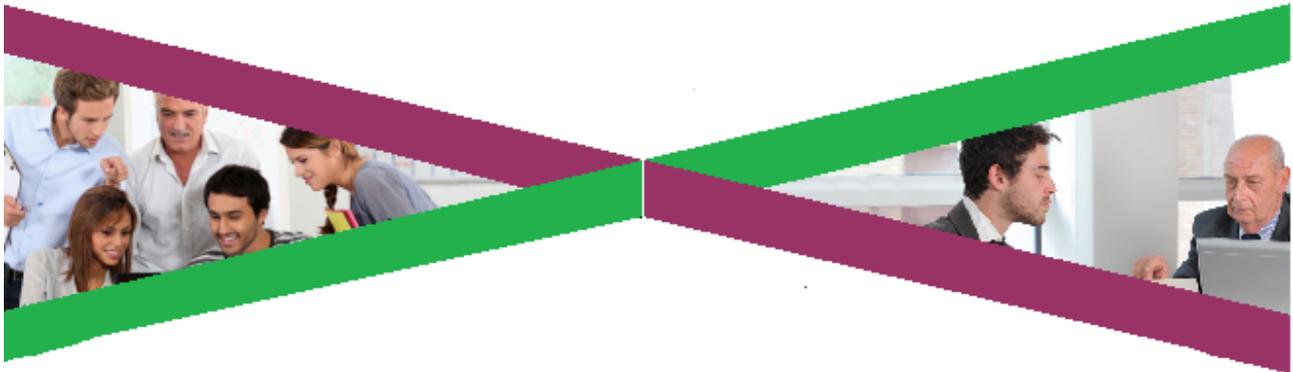




IntGen

Intergeneration Mentoring for Entrepreneurs



IO1-A3

EVALUACION OF TRAINING AND ASESMENT METHOD

Role of the Mentor Competencies and Self Assessment

www.intgen-eu.com



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What is a Mentor

A person who shares their knowledge, experience and expertise to facilitate and inspire the mentees development. In the IntGen project the Mentor has been trained with an emphasis on entrepreneurship.

Role of the Mentor

To be a good mentor you must have experience relevant to the mentee's situation. This can be a technical experience, management experience or life experience.

Mentoring is transferring information, competence and experience to mentees to build confidence by using a structured plan.

Mentoring competencies

The qualified Mentor is able to:

1. Demonstrate the role of the mentor
2. Establish and maintain trust and confidence with the Mentee
3. Structure the process, keep focus and reframe
4. Communicate effectively
5. Be business savvy
6. Deliver a range of business development tools
7. Utilise regional and support networks

The following table demonstrates the essential and desirable skills required to be a mentor. **The table should be used by the mentor to self-assess their skills before and after the mentor training.**

Competences	Skills required	Essential	Desirable	Needs developing		Some confidence		Confident	
				Before training	After training	Before training	After training	Before training	After training
1. Demonstrate the role of the mentor	<ul style="list-style-type: none"> Ability to distinguish between the role of a mentor and that of a coach/teacher Self-reflection Flexibility Using feedback from others 	✓							
			✓						
		✓							
			✓						
2. Establish and maintain trust and confidence with the Mentee	<ul style="list-style-type: none"> Having empathy Believing in the mentee's problem solving capabilities Helping the mentee to see their own strengths and limitations Being truly interested in the mentee Respecting confidentiality 		✓						
			✓						
			✓						
			✓						
		✓							
3. Structure the process, keep focus and re-frame	<ul style="list-style-type: none"> Ability to question effectively Employ listening skills and summarising Ability to reframe, review and plan Supporting the decision making process 		✓						
			✓						
			✓						
			✓						

(Use Shift P – to insert a tick)

Competences	Skills required	Essential	Desirable	Needs developing	Some confidence			Confident
4. Communicate effectively	<ul style="list-style-type: none"> Ability to work with the mentee's awareness of risks; aid goal-setting and goal-structuring Ability to make use of own and the mentee's creativity Ability to work with the values, competences and resources of the mentee Develop reflective skills with the mentee 		✓					
		✓						
			✓					
			✓					
5. Be business savvy	<ul style="list-style-type: none"> Understanding how small businesses operate Knowledge of key business areas (marketing, product, service, opportunities) Knowledge of analytical and planning tools Understanding the entrepreneurial mindset 	✓						
		✓						
			✓					
		✓						
6. Deliver a range of business development tools	<ul style="list-style-type: none"> Understanding mentee's business plan and being able to ask helpful questions Ability to use appropriate analytical and planning tools Understanding the country specific legal aspects of business and some knowledge relating to financial viability 		✓					
			✓					
			✓					
7. Utilise regional and support networks	<ul style="list-style-type: none"> Gathering and maintaining contacts and knowledge of specialists and regional agencies supporting entrepreneurship Ability to support the mentee to use existing support structures Ability to support the mentee to build up professional networks 	✓						
			✓					
			✓					