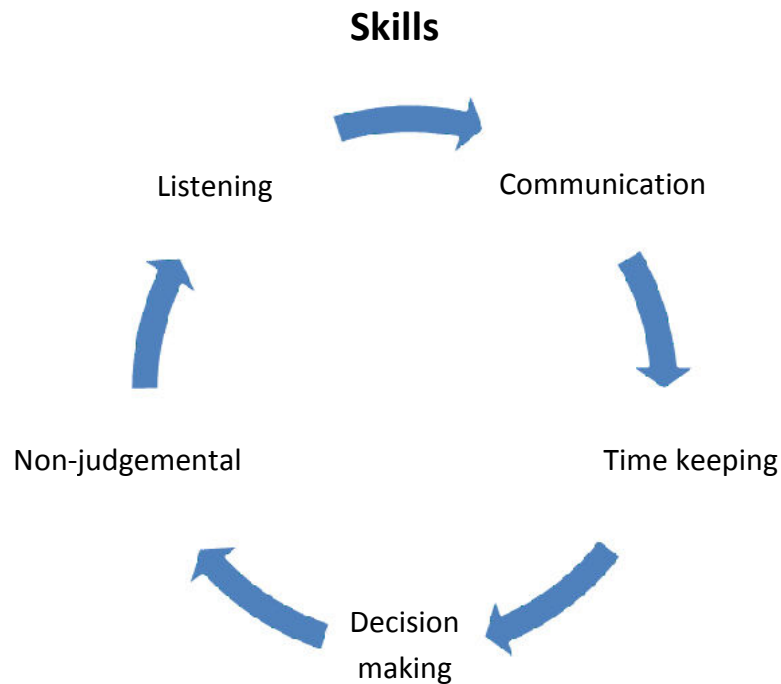


Chapter 5: Skills and Qualities.

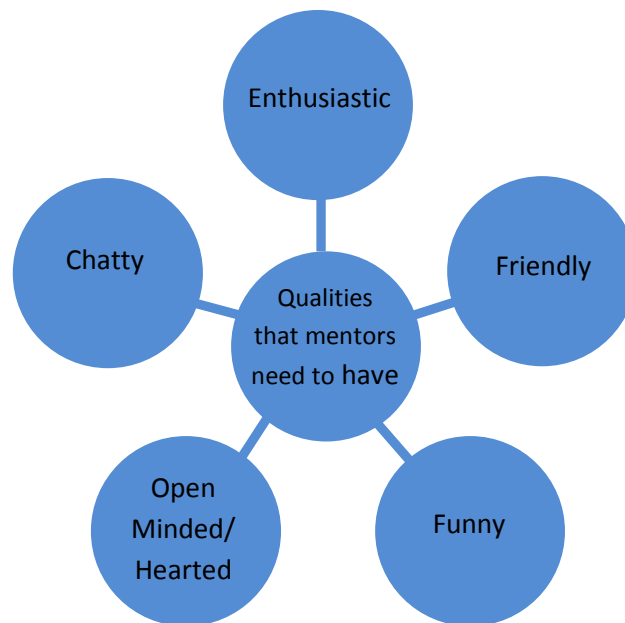
It is important to have a variety of skills and qualities when working as a mentor. This helps build an effective working relationship and achieve positive outcomes for the mentee.



- **Listening and Communication** – relationships between mentor and mentees are most successful when there is effective listening and communication skill.
- **Timekeeping and Organisation** – The mentor plans the meetings/Sessions with the mentee to ensure regular appointments. Punctuality is also very important.
- **Decision Making** – The mentor helps the mentee to make positive life decisions by suggesting different options. Then the mentee can decide which one is most realistic and achievable.
- **Non-Judgmental** – Mentors should treat the Mentee equally regardless of their background, Gender, Race, Religion or Sexuality.
- **Aware of Boundaries** – Mentors and mentees have to respect personal limits and the rules established in beginning of the mentoring.
- **Good Role Model** – The Mentor should set good examples to the mentee and have a positive approach.



Qualities



- **Enthusiastic** – Mentors should be motivated and encourage mentees to make positive life changes.
- **Chatty** – Mentors should be approachable and easy to talk to.
- **Friendly** – Mentors need to be welcoming and pleasant to work with.
- **Open Minded** – Mentors have to show that they are non – judgmental and willing to accept the mentee for who they are.
- **Empathic** – Mentors need to show understanding to the mentee and make them feel understood.
- **Professional** – A relationship between mentors and mentees needs to be strictly professional. As a mentor you should keep your personal feelings and problems out of the sessions.

