



Fennoscandian Association for Metals and Minerals Professionals

# FAMMP Mentoring Program

## 1 Introduction and program aims

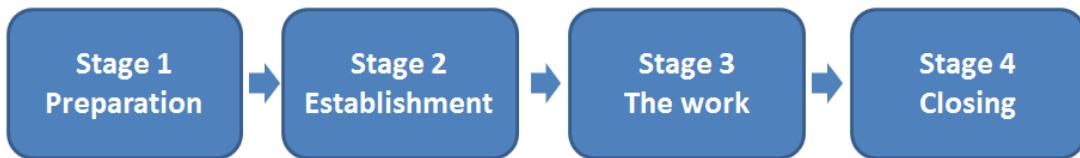
The mentorship program aims to support developing geoscientists by:

- Increasing student and graduate membership and assist in the transition to professional membership.
- Promoting interaction between all members.
- Providing progressive communication to early career members.
- Encourage continued education and training.

## 2 Eligibility

The program is open to FAMMP Candidate members and FAMMP members who wish to participate as mentees.

## 3 A mentoring roadmap



### Stage 1 – Preparation

Before meeting their mentoring partner, mentees and mentors should reflect on what they bring to the partnership and what they would like to gain from it. Participants are encouraged to enter the program with an open mind and be prepared to discover new ideas and directions as they interact with their partner.

### Stage 2 – Establishment

The start meeting between mentor and mentee is crucial for establishing a clear and shared understanding of the process and the relationship. Items such as agreed frequency, modes of communication, expectations, and program conditions should be acknowledged. It is recommended to book regular meetings for the entire period, with monthly meetings being ideal. Informal contacts between regular meetings are encouraged.

The **Mentoring agreement and objectives form** in Appendix 1 should be finalised and sent to FAMMP.

### Stage 3 – The work

Once the mentoring relationship is established between the mentee and mentor, the work of the mentoring process can begin by identifying goals.

**Table 1** - Potential benefits of participation in the mentoring program.

Mentee	Mentor
<ul style="list-style-type: none"><li>• Opportunity to discuss and seek guidance and advice regarding own career ideas, helping to make more informed choices in the future.</li><li>• Opportunity to establish a relationship with an experienced geoscientist in an area of interest.</li><li>• Advice on resources relevant to your area(s) of interest.</li><li>• Enhanced professional development</li><li>• Increased confidence due to the above.</li></ul>	<ul style="list-style-type: none"><li>• Opportunity to facilitate the mentee's professional growth.</li><li>• Opportunity to share knowledge and experiences.</li><li>• Revitalised enthusiasm and affirmation of role as an experienced worker.</li><li>• Experience in explaining the scope and skills of your work.</li><li>• To enhance leadership and interpersonal communication skills.</li><li>• To keep up to date with current knowledge through contact with university/early career geoscientists.</li><li>• Opportunity to contribute to enhancing the professionalism and competence of the profession in general through the above.</li><li>• To develop mutually beneficial relationships</li><li>• Time spent mentoring can be credited to your Continued Development Program (CPD)</li></ul>

### Stage 4 – Closing

The closing stage of the official program is a time for reflection and integration of the goals achieved and lessons learned before the next step is undertaken. The programs should be ended with a short evaluation. After the formal program is ended, continued informal contact is encouraged.

## 4 Program policies and procedures

### 4.1 Privacy

Communication between mentor and mentee is private and confidential unless otherwise agreed.

### 4.2 Early termination

We hope that not conflicts will occur but if there is a mismatch between mentor and mentee, it is advisable to terminate the program.

### 4.3 Time plan

At the start meeting a plan for the duration of the mentorship is established. Approximately 6 -12 months is a suitable duration.

## Appendix A - Mentoring agreement and objectives form

### Mentoring Objectives

Use this form to define your intended objectives for the mentoring program. The aim of this form is to clarify the expectations of the mentor and mentee at the program commencement. The mentee should prepare this form to the start meeting. The mentor and mentee should discuss the proposed objectives and come to an agreement before signing the form to indicate their understanding. The signed form is to be handed in to FAMMP through [info@svemin.se](mailto:info@svemin.se) after the start meeting.

#### Keep in mind:

- The best objectives will be those that are SMART: specific, measurable, achievable, and reasonable given the available program time frame.
- Frame your objectives using terms that will be easily understood by your mentor.
- You may outline as many or as few objectives as you deem appropriate.

#### We have agreed to explore the following topics in our mentoring pair:

Areas of focus may include:

<input type="checkbox"/> Mining	<input type="checkbox"/> Hydrogeology
<input type="checkbox"/> Exploration	<input type="checkbox"/> Petrology
<input type="checkbox"/> Geophysics	<input type="checkbox"/> Environmental
<input type="checkbox"/> Mining	<input type="checkbox"/> Resource economic

Topics of focus may include:

<input type="checkbox"/> Interviews/job applications	<input type="checkbox"/> Work-life balance
<input type="checkbox"/> Gaining work experience	<input type="checkbox"/> Professional communication/development
<input type="checkbox"/> Finding meaningful work/career options	<input type="checkbox"/> Remaining motivated
<input type="checkbox"/> Handling work issues/conflict	<input type="checkbox"/> Where to go for help and support
<input type="checkbox"/> Networking	<input type="checkbox"/> Working in a new field
<input type="checkbox"/> Professional organisations/associations	<input type="checkbox"/> Understanding workplace culture
<input type="checkbox"/> Industry/job specific information	<input type="checkbox"/> Industry/job specific information
<input type="checkbox"/> _____	<input type="checkbox"/> _____
<input type="checkbox"/> _____	<input type="checkbox"/> _____
<input type="checkbox"/> _____	<input type="checkbox"/> _____

Type your objectives into the boxes.

Objective 1	
Objective 2	
Objective 3	

## **Mentoring Program Conditions**

By signing the form, you agree to the FAMMP Mentoring Program conditions outlined below. These conditions aim to enable a successful mentoring partnership that facilitates the professional growth of the mentee and ensures a mutually rewarding and healthy relationship. You are required to follow these conditions at all times during the program:

1. **Meetings** – Meet as decided at start meeting. Additional communications such as phone calls and emails are encouraged.
2. **Respect** - Each mentor and mentee shall respect the other:
  - Keep to scheduled meeting dates, time and length – provide adequate notice of changes.
  - Respect each other's privacy and personal boundaries.
  - Be non-judgemental and supportive – recognize each other's opinions and that each experience is unique.
  - Behave ethically and safely at all times – harassment of any type will not be tolerated; it will be investigated.
3. **Privacy and confidentiality** - Communication between mentor and mentee is private and confidential unless otherwise agreed.
4. **Early termination** – if there is a mismatch between mentor and mentee, it is advisable to terminate the program before the end of the program.
5. **Finalising /termination** – When the program is finalized or terminated an end document should be sent to FAMMP and registered.

### **Time plan**

The mentorship is started and tentatively finalized as stated below:

Start date: \_\_\_\_\_ (usually date of start meeting)

End date: \_\_\_\_\_ (6 - 12 months or other duration if agreed on)

### **Acknowledgement**

#### **Mentee**

I \_\_\_\_\_, understand the conditions above and agree to abide by them. I will put effort into creating my own benefit with the knowledge, advice and experience that I gain from my mentor with the aid of this program. I will try my best to create a fruitful relationship with my mentor.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

#### **Mentor**

I \_\_\_\_\_, understand the conditions above and agree to abide by them. I will put effort into creating benefits to my mentee with the aid of this program by providing my knowledge, advice and experience. I will try my best to create a fruitful relationship with my mentee.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_