IDHA Mentoring and Coaching Programme

Mentoring and Coaching can help you in many ways, depending on your goals. It helps us to deliver to our full potential by providing:

- Support & encouragement
- Greater self / new-found confidence
- Achieve a greater work-life balance
- New insights
- Reflection on your current roles and identify areas for personal and professional development

Any member of the IDHA can avail of the IDHA Mentoring and Coaching programme free of charge

Principles of the IDHA Mentor Programme

- Mentee-led/Coachee-led process
- Goal-oriented (*concrete goals*) Coaching
- Safe environment of openness, trust, confidentiality & mutual support
- Both parties respectful of each other's time, experience & difference
- Partnership approach
- No hidden agendas & non judgemental
- Confidential process between mentee & mentor

Confidentiality

The content of the discussion is completely confidential between mentee/Coachee and the Mentor/Coach. Confidentiality would only be broken if one was particularly concerned for the well-being of the individual.

Role & Responsibilities

Mentee: Coachee	Mentor: Coach
Actively engage with the mentoring process & appointed mentor	Provide guidance & support in addressing identified development needs
Drive the process - take responsibility for managing the relationship, including meeting commitments, arranging meetings, etc.	Act as a sounding board, provide encouragement & a source of knowledge, stimulate insight
Set clear objectives and goals & realistic expectations around delivering on development needs	Create new perspectives & different ways of thinking
Communicate directly, honestly & openly, be curious, pose questions, share ideas	A figure with whom mentees/coachees can discuss their aspirations & concerns; who will listen, provide constructive feedback, and challenge as appropriate
Be willing to listen & take on board constructive feedback & advice	See the positives in the mentee/coachee, they may be unaware of
Retain responsibility for your own learning	Support & encourage the mentee to take positive action

How is a mentee matched with a mentor?

Mentees/coaches are advised to have a read through the bios of the mentors and see who you feel you would have the best connection with. Then fill in the form and send it to **mentor@idha.ie**. If the mentor is available, you will be connected via the mentor program coordinator.

What happens at our first meeting?

The first meeting is a discovery call to see if the relationship works well for both parties. The IDHA mentoring/coaching contract will be discussed and personalised to what suits you best. It is a chance to clarify expectations and goals. The contract is only a template, and you can both discuss confidentiality and boundaries. You can decide how often to meet, and where and when. Once you are both happy with the agreement, then you can set a date for the next meeting