



**Do you want to be  
a mentor or a mentee?**



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SKILLS

LEARNING

KNOWLEDGE

COMPETENCE

ABILITY

EXPERIENCE

GROWTH

TRAINING

## WHY it's so GREAT !

Your profession is developing vigorously in a short time

Learning from each other through each other

Networking

Personal development

Exchange of experience

Increased communication skills

Problem solving

Mentoring allows the Mentee to explore new ideas in confidence

# The principles of **mentorship** and the differences with **coaching**

"Mentoring is to support and encourage people to manage their own learning in order that they may maximise their potential, develop their skills, improve their performance and become the person they want to be."

Eric Parsloe, the Oxford School of Coaching & Mentoring

A mentor is a guide who can help the Mentee to find the right direction...and the Mentoring scheme expects the **Mentor to be more experienced than the Mentee to pass on** specific advice and examples from their own experience...It is a mutual helpful relationship based upon mutual trust and respect.

PMI Handbook

ICF defines coaching as partnering with clients in a thought-provoking and creative process that inspires them to maximize their personal and professional potential

International Coaching Federation

"The client sets the agenda. The coach energizes, asks, listens and invites the client to discover, dream, re-design and deliver.

**The coach** uses clear evidence-based methodology but **doesn't deliver answers.**"

International Coaching Federation



# THE RELATIONSHIP

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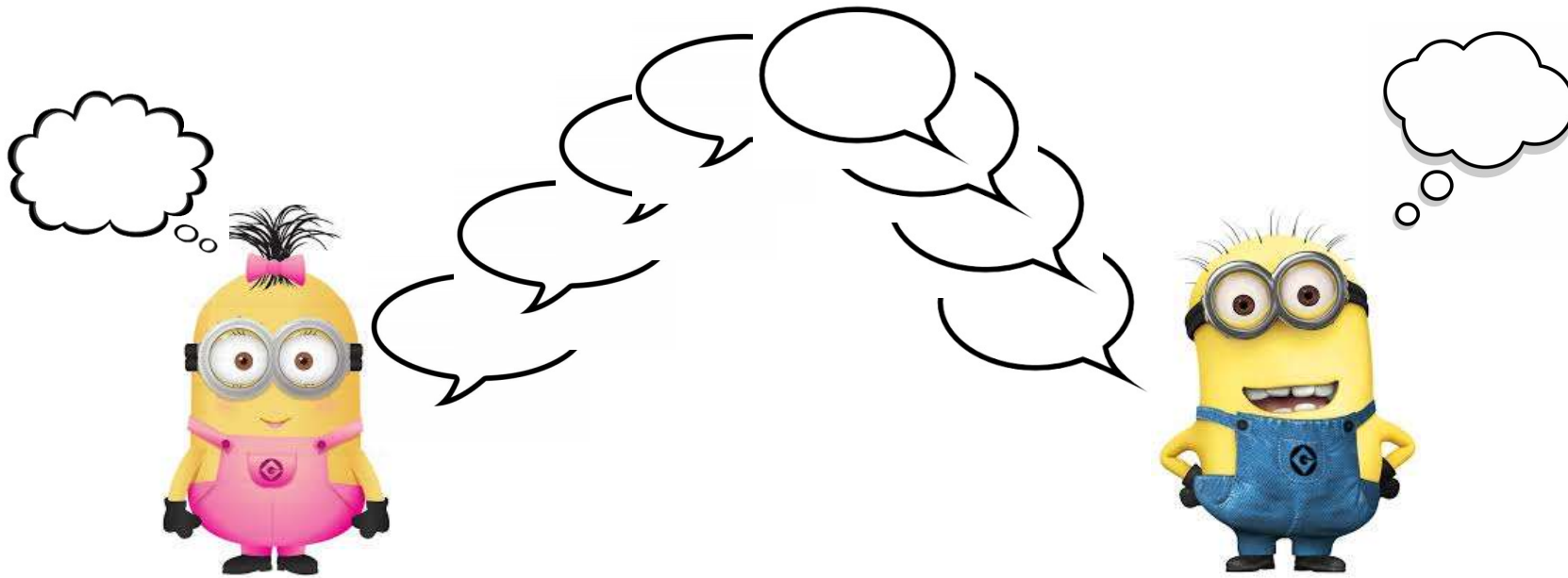
- It is recommended that the Mentors and Mentees think in advance of what they want out of the mentorship as well as what they bring into the mentorship

This will help finding a good match and set a common goal for their mutual learning journey

Be aware of each other's expectations

- Use coaching skills in your meetings

# ACTIVE LISTENING



# COMMUNICATION TOOLS, TIPS & TRICKS

Open questions

**What** do you think about...?  
**How** come...?  
In what more ways/situations/xxx...?

**Who** could...?  
What areas are of interest?

And if you knew – what....?  
**When** does this normally happen?  
Tell me more...?

Closed questions

Will you come tomorrow?  
Are you happy with your situation?  
Can you do this?

# COMMUNICATION TOOLS, TIPS & TRICKS

Ask an open question to the following statements:

1. A lot of things are new for me.

1a. What is new?

1b. In what way is it new?

2. I want it to be perfect.

2a. How come that is important for you?

2b. What does perfect mean for you?

3. These virtual meetings are just boring.

3a. What makes them boring?

3b. What ideas do you have to make them less boring?

3c. Tell me more?



# COMMUNICATION TOOLS, TIPS & TRICKS

Summarizing

Small – Medium - Large

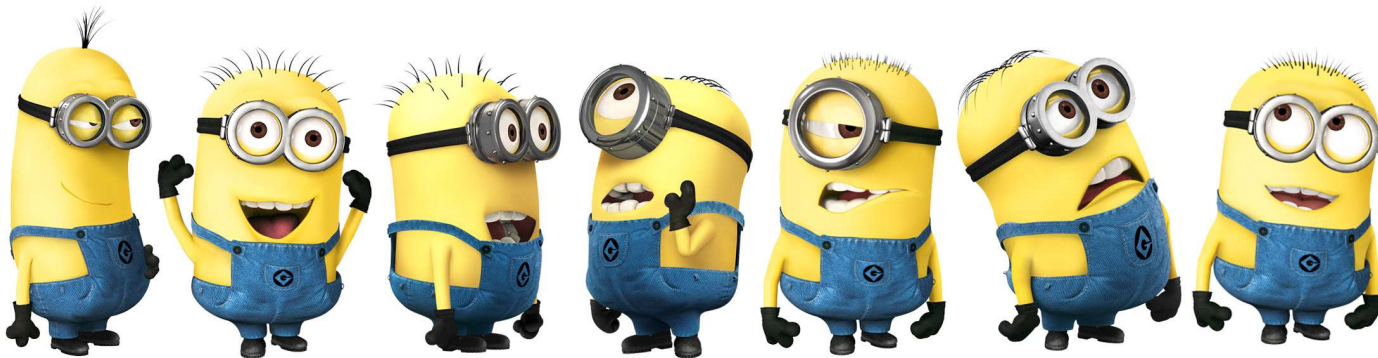
## Examples:

Please summarize what you would like us to talk about today?

Please summarize what we have talked about today?

Have I understood correctly if...?

What I would like to say regarding this is...



Body language



# WHAT DO YOU DO IF IT DOES NOT WORK?

Sharing knowledge is our focus!

Say it, listen, adjust,  
evaluate

My opinion, your opinion, our  
solution

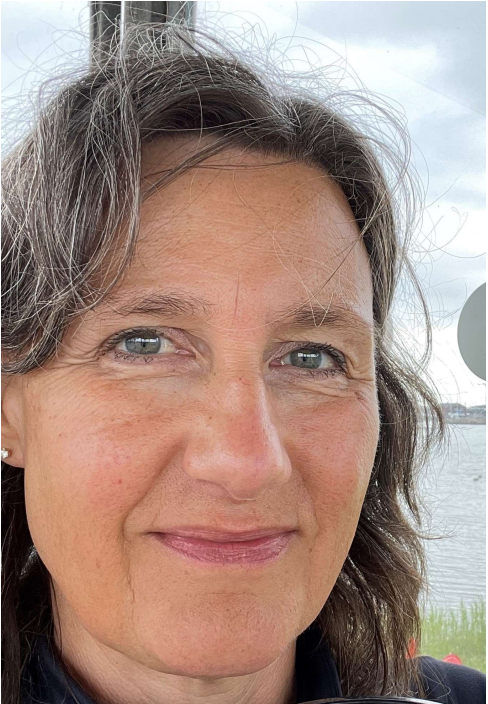
Different expectations ?

Have an open mind and use your curiosity

so...GRAB THE OPPORTUNITY



become a...MENTOR and/or a MENTEE



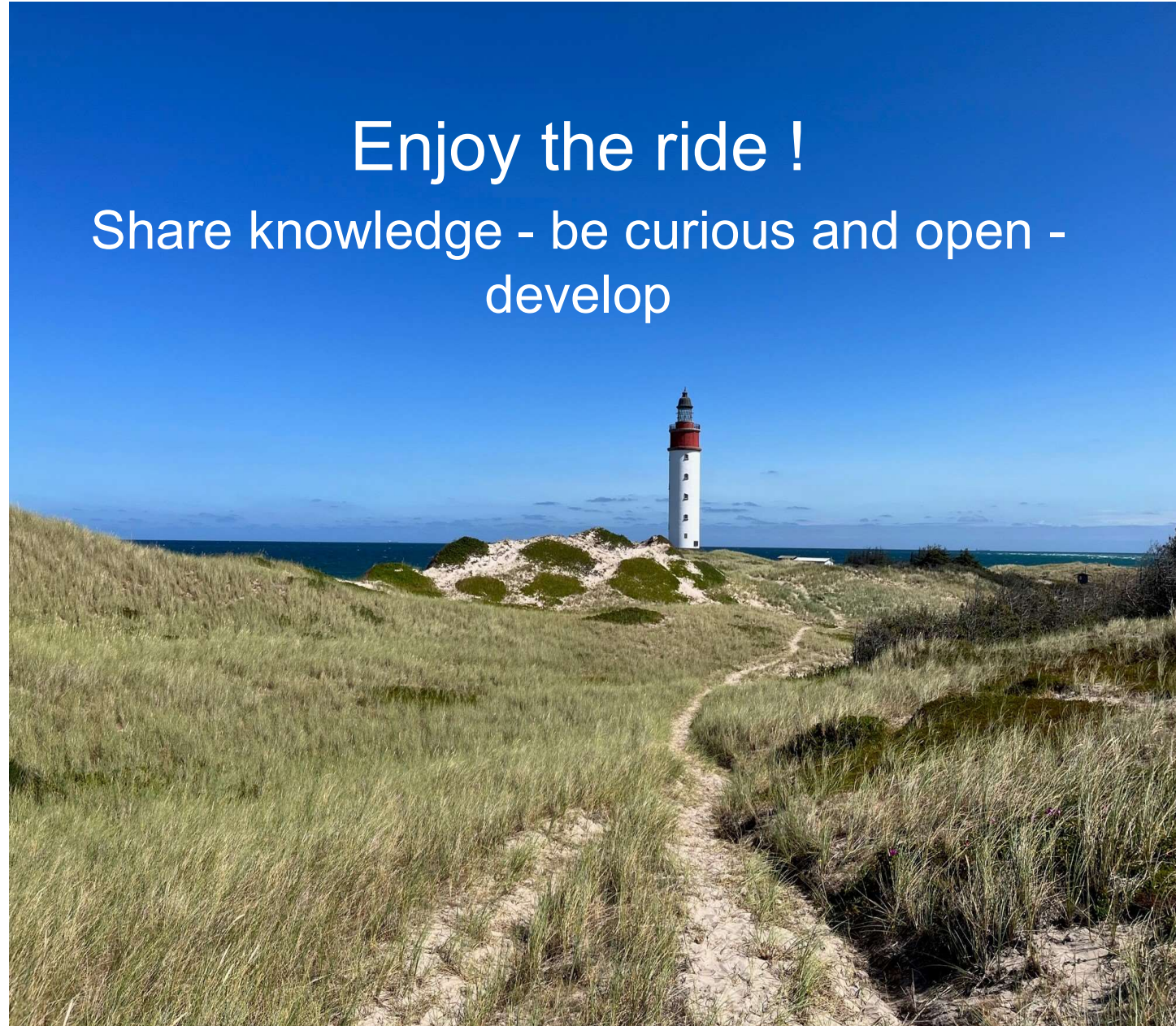
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Enjoy the ride !

Share knowledge - be curious and open -  
develop