

Guidelines for good mentoring practices

What is the goal of mentoring?

The focus is on planning the mentee's career, e.g. by gaining an insight into the mentor's career and work experience. The goal is to advance the medical or academic career in an enriching way for the mentee.

The Mentor

- is a person experienced in the scientific world
- is willing to pass on his own experiences and to transfer his own knowledge respectively his own support free of charge
- supports the mentee in achieving his/her goals
- introduces the mentee into networks
- helps to understand mechanisms and unwritten rules of an organization
- does not have a superior relationship to the mentored person

The Mentee

- aims for a medical or academic career
- is willing to engage with her own medical or academic career
- is interested in an exchange with an experienced person
- is open to suggestions and deals constructively with criticism
- is not directly dependent on the mentoring person

The mentee and the mentor are jointly responsible for the implementation and design of the mentoring relationship. They coordinate their cooperation individually. One focus of the exchange is on career planning advice, which also focuses on the compatibility of clinical activity, research and private life. Professional questions can also be included in the exchange.

Good Mentoring practices: Features for successful mentoring *

Mentor:

- Respect and goodwill towards the mentee, interest in his/her personal and professional development
- Consideration of cultural and gender aspects in the mentoring relationship
- Not more than 6 mentees at a time
- Time availability and reliability
- Orientation towards the interests of the mentee(s)
- Ask questions and give advice that leave the mentee the freedom to find and go his/her own way
- Balance between the support and challenge of the mentee(s) in relation to his/her career
- Development of a vision for his/her career
- Keep track of the career progress of the mentee(s)
- Trust in the mentee(s) and confidentiality of mentoring content
- Recognition of personal limits of the mentoring relationship
- Imparting basic ethical principles in clinics and research

Mentee:

- The mentee introduces herself/himself to the mentor with her/his CV and formulates her/his medium and long-term professional and personal goals
- Respect and recognition of the junior-senior relationship without subservience
- Responsibility for maintaining the mentoring relationship
- Timely planning of mentoring meetings taking into account the mentor's time resources
- Setting up an agenda for the agreed mentoring meeting
- Proactive attitude in shaping the mentoring relationship
- Confidence in the mentor and confidentiality of the mentoring contents
- Recognition of personal limits of the mentoring relationship
- Personal responsibility with regard to one's own career path

*Vgl. Buddeberg-Fischer, Barbara: Mentoring in der Medizin. Formen, Konzepte und Erfahrungen, Bern 2012.