

A MENTOR'S GUIDE TO SUCCESSFUL MENTORING



Welcome to the **YOUTH MENTORSHIP JOURNEY.**

Thank you for saying “yes” to the call to guide, support, and walk alongside a young person. Mentorship is more than sharing knowledge, It is modeling character, building trust, and creating safe spaces where growth can happen. Your influence matters. Your consistency matters. Your presence matters.

This guide is designed to support you as you nurture potential, encourage purpose, and help shape the next generation of leaders. As you walk this journey, remember that mentorship is not about having all the answers—it is about showing up, listening well, and pointing your mentee toward wisdom, responsibility, and hope.



1 Understanding Your Role as a Mentor

Good mentors help mentees grow through guidance, encouragement, feedback, and shared experience. Your role isn't to solve every problem. It is to enable mentees to think, reflect, and act with confidence.

Core Responsibilities

- Ask meaningful questions and help mentees arrive at their own solutions.
- Offer constructive feedback with care and clarity.
- Be reliable, present, and supportive.



2 Get Clear on Purpose, Expectations & Goals

Create a shared understanding with your mentee at the beginning.

Action Steps:

- **Define goals together:** What do they want to learn or achieve? This will be partly guided by what the Mentorship contact person will share with you at the Mentor Training and Matching meeting.
- **Clarify expectations:** How often will you meet? What communication style works best? You will be guided, but you can still work this out with the Mentee based on both your schedules.
- **Document commitments** so both of you have something to refer to during the relationship.

TIP  **Agree On A Goal At The Start And Revisit It Regularly.**

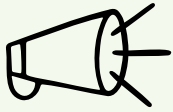


3 Build a Safe, Open, and Respectful Relationship

Trust and psychological safety are at the heart of effective mentorship.

Practice:

- **Listen actively:** Give your full attention and ask clarifying questions.
- **Keep confidentiality:** Mentees should feel safe sharing challenges.
- **Be empathetic** and patient with progress and setbacks.



4 Communicate with Clarity

Communicating well isn't about just talking. It is about understanding.

Best Practices

- Be open, honest, and transparent in discussions.
- Provide balanced feedback; highlight strengths and growth areas.
- Use open-ended questions to encourage reflection (e.g., "What do you think would help?").



5 Support Growth and Autonomy

Your role is to gradually help mentees develop independence.

Strategies

- **Model a growth mindset** — show how learning evolves over time.
- **Encourage skill building** and self-reflection.
- **Reduce direct control** as confidence grows — let mentees make choices.



6 Keep Expectations Realistic and Flexible

Roles and goals can change. Adapt as the relationship evolves.

- Be flexible when mentees' circumstances shift. This shouldn't be an issue since this mentorship journey is one year, but exercise flexibility when you judge that it is needed.
- Schedule meetings that accommodate both your schedules.
- Revisit goals every few meetings to ensure alignment.



7 Hold Each Other Accountable

Effective mentorship includes accountability — for both mentor and mentee.

- Check in on commitments and follow-through.
- Give and receive feedback about the mentoring process itself.
- Use review moments to confirm what's working or needs to be modified.



8 Extend the Network

Great mentors help mentees connect with others who can support their journey. If you think a mentee can benefit from another person, talk to the mentorship contact person to see how this can be planned within the framework.

Why this matters

- Diverse perspectives boost learning and resilience.
- Mentees can benefit from **multiple sources of guidance** beyond one mentor.



9 Close the Relationship Thoughtfully

At the end of a mentorship cycle:

- Review achievements and celebrate progress.
- Discuss next steps and potential ongoing support.
- Share reflections on what worked well and what can improve.

QUICK CHECKLIST

for Each Mentoring Session



- ✓ Start with goals or outcomes for the session.
- ✓ Ask open questions first — listen more than you talk.
- ✓ Give one specific insight plus one action item.
- ✓ Reflect on progress since your last meeting.
- ✓ Agree on next steps and timing.

REMEMBER;



Great mentorship is intentional, empathetic, and rooted in growth for both mentor and mentee. By applying these evidence-informed practices, mentors can create deeper impact, support meaningful development, and help mentees achieve real progress.

IMPORTANT PRE-CAUTIONS FOR MENTORS

Boundaries & Child Protection

a) Prioritizing Safety and Appropriate Conduct

Mentors must always act in ways that protect and safeguard young people and respect their dignity and boundaries. According to Compassion International's global child protection policies and Code of Conduct:

- **Respect and dignity:** Never engage in behavior that is abusive, degrading, humiliating, shaming, coercive, harmful, sexually suggestive, or culturally inappropriate toward children or youth.
- **Maintain professionalism:** Avoid any romantic or personal relationships with mentees and do not share personal contact information outside approved program channels.
- **Follow official communication channels:** Only communicate with mentees using the project's established systems or methods.

Why This Matters:

Compassion International's child protection framework is designed to minimize harm and ensure that all adults who interact with program participants uphold the highest safeguarding standards. You support Compassion's mission by adhering to these standards.

b) Establishing Healthy Boundaries in Mentoring

Setting clear professional boundaries helps create a respectful, safe, and productive mentoring relationship.

Best Practices

Define communication norms at the start — how and when you'll communicate, and what kinds of support you can offer.

Stay within your expertise — If a mentee's needs go beyond your role (e.g., mental health, trauma support), help them access appropriate professional help.

Respect privacy and confidentiality — Keep shared personal information confidential unless there is a risk to the mentee's safety or well-being.

c) Opting Out of a Mentoring Relationship Responsibly

Sometimes a mentor may need to step back due to capacity constraints, conflict of interest, or personal circumstances. Doing this thoughtfully helps protect the mentee's progress.

STEPS TO FOLLOW

Communicate Early and Honestly: Share your decision with the mentorship program coordinator as soon as possible rather than waiting until the last moment. This shows respect and minimizes disruption.

End with Encouragement: Ensure to have a closing meeting with the mentee to communicate this decision and wish them well. Acknowledge the mentee's progress and strengths and encourage them to continue pursuing their goals with confidence.

Provide a Transition Plan

Suggest to the coordinator other mentors or resources, or next steps aligned with the mentee's goals if possible, and share a brief report of accomplishments and observations the new mentor can follow.

Respect Boundaries After Leaving: Avoid ongoing mentoring contact unless explicitly agreed with the project coordinator under the same guidelines. Otherwise, the mentoring relationship is one year.

Key Principles to Remember

- ✓ Protecting a mentee's safety comes before all other goals — never compromise on child protection standards.
- ✓ Clear, respectful communication and boundaries make mentorship effective and sustainable.
- ✓ Exiting a mentorship role can be done thoughtfully without harming the mentee's progress when handled with transparency and support.