



A Guide to Being a Mentor

Successful onboarding of new members is critical to both their success and the success of the club. Your role as a Mentor is to guide new members through the first stages of their Toastmasters' journey.

What You Can Expect as a Mentor

- Sit with your Mentee when they are allocated a meeting role for the first time in case they have questions.
- Touch base with your Mentee when they are preparing for a speech.
- Discuss your Mentee's feedback from each speech to ensure they understand the recommendations and the reasons behind them. Make sure to also emphasize the positive aspects of the feedback they have received.
- You should not be assigned as an evaluator for your Mentee's first 3 speeches.

What You Can Expect From Your Mentee

- Your Mentee should let you know when they are scheduled to speak as well as whenever they are allocated a meeting role.
- Your Mentee is responsible for their own progress in Toastmasters. You may help them navigate EasySpeak initially, but you are not responsible for scheduling their speeches, etc. If further assistance is required, you should direct them to your club's VP Education.

FAQ

Q How long do I need to mentor my Mentee?

A You and your Mentee will be partnered until they have completed their first 3 speeches under the Pathways program and fulfilled each meeting role at least once.

Q How often should I meet with my Mentee?

A There is no set frequency for meeting with your Mentee. It is a good idea to catch up when they are preparing for a speech and it is recommended you sit with them when they undertake new meeting roles in case they have questions.

Q I don't have a lot of time, do we need to meet in person?

A No. As long as you are both comfortable with your meeting arrangements, you can meet via Skype, Zoom, over the phone, or any other method which works for you.

Q Can I choose who I mentor?

A Yes. If you have an existing relationship with a new member and you would like to help them out until they are comfortable you can request that you be assigned as their Mentor.

Q What if my Mentee and I don't get along?

A Where possible, we ask that you continue working with your Mentee, however, if circumstances are such that you believe your relationship is detracting from their (and your) Toastmasters' experience, you can request that a new Mentor be assigned to your Mentee.