AIBC NSW Young Professionals Mentorship Program
Frequently Asked Questions

**Who can participate?**

The AIBC NSW Young Professionals Mentorship Program is exclusively available, free of charge, to all financial members of the Australia India Business Council.

**What will I gain from this program?**

As a mentee, you will gain:

- Insights from the careers of experienced professionals
- Enhanced networks
- Information on career planning and tools to develop your career goals
- Greater awareness of career opportunities
- Increased communication skills and experience in working with teams

Being part of this program is something you will want to include on your resume.

As a mentor, the programs will help you:

- Satisfaction of enhancing skills in helping someone grow
- Gain fresh perspectives through interaction
- Further develop leadership skills including providing feedback, communication and interpersonal skills
- Find fresh talent (employment or otherwise)
- Opportunity to reflect on own practices

**Who are the mentors?**

Mentors are from a variety of different industries and from a diverse range of backgrounds. All mentors are AIBC members, who have attained a high level of professional success.

As a part of this program you will have the opportunity to meet with and learn from the career insights of a variety of experienced professionals.
What is required of me?

You will be required to meet with your mentor or mentee for approximately one hour a month.

You will also be required to complete an evaluation survey at the mid-point (after two months) and at the completion of the mentorship program. (at four months) This is to ensure that we know what is working and what to improve on in the growth of this program.

Can I participate in the program if I cannot meet with my mentor or mentee?

No, meeting with a mentor or mentee is essential to your participation in the program.

However the method of meeting is flexible. Mentors and mentees can either face-to-face or by phone. Nevertheless, we do recommend that these meetings are face-to-face to ensure as strong a rapport as possible is built up between the mentor/mentee and yourself.

The more participants we have the easier it will be to meet your preferences be – so recommend this program to a friend or colleague!

I already have a mentor/mentee, can I still do the program?

Yes. This program offers another source of relationships, experiences and learning that will differ from any one on one mentoring experience you have at present. Participating in this program will assist to maximise your growth and opportunities.

How can I participate?

Simply fill out an application form depending on whether you are a mentee or mentor, and submit to Charishma Kaliyanda, AIBC NSW Young Professionals Mentorship Program Coordinator, either by mail to Young Professionals Chapter, Australia India Business Council (NSW), PO Box R1757, Royal Exchange NSW 1225 or email it to ypnsw@aibc.org. If there are any issues or questions you can e-mail us at the aforementioned email or please call 0433 662 917.
AIBC NSW Young Professionals
MENTEE Application 2010

Fundamental to the success of a mentoring relationship is the appropriateness of the match between MENTOR and MENTEE. The information requested in this application is required to make the most suitable match possible.

Please provide as much relevant information as you can.

**Personal Information and Contact Details** (*please complete essential fields*)

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*Company Name/Institution:
_________________________________________________________________________

*Title/Position:* ___________________________ *Department:* ___________________________

**Addresses** (please provide one preferred postal address. If you are using a business address, please include floor/level details as applicable).

**Primary Address:**

*Street address/ PO Box:* ___________________________

*Suburb:* ___________________________ *State:* ________ *Postcode:* ________ *Country:* ________

**Secondary Address:**

*Street address/ PO Box:* ___________________________

*Suburb:* ___________________________ *State:* ________ *Postcode:* ________ *Country:* ________
Contact numbers (please tick preferred contact number).

Home: (___ )_________________________ Business: (____ )_______________________________
Mobile: ______________________________ Facsimile: (____ )_______________________________

1. Please provide a short career summary or attach a CV.

_________________________________________________________________________,
_________________________________________________________________________,
_________________________________________________________________________,
_________________________________________________________________________,
_________________________________________________________________________,
_________________________________________________________________________,
_________________________________________________________________________,
_________________________________________________________________________,
_________________________________________________________________________,

Are you comfortable that this career summary be shared with your MENTOR? Yes No

2. Please describe briefly what you do currently?

_________________________________________________________________________,
_________________________________________________________________________,
_________________________________________________________________________,
_________________________________________________________________________,

3. Have you any previous experience in mentoring?

As a mentor? Yes No
As a mentee? Yes No
In which program?_________________________________________________________

4. What are your career goals in 12 months time?

_________________________________________________________________________,
_________________________________________________________________________,
_________________________________________________________________________,
_________________________________________________________________________,

5. What are your goals as a MENTEE in this program?

1.______________________________________________________________

2.______________________________________________________________

3.______________________________________________________________

6. Can you picture the MENTOR you would best be matched with?

Someone who is____________________________________________________________

7. AND, now the MENTOR with whom you SHOULD NOT BE matched?

43532771/v1
Someone who is __________________________________________________________________________
_____________________________________________________________________________________
_____________________________________________________________________________________

8. In summary, what are the three key things you bring as a MENTEE to this Mentoring Program.
1 ____________________________________________________________________________________
2 ____________________________________________________________________________________
3 ____________________________________________________________________________________

14. Please provide any further information relevant to your expectations of participation in the AIBC NSW Mentoring Program.
_____________________________________________________________________________________
_____________________________________________________________________________________
_____________________________________________________________________________________
_____________________________________________________________________________________

Privacy Declaration

Personal information collected through this sign up forms is stored as part of AIBC's privacy policy.

Your personal information (for example, your name, company and business contact details) may from time to time be shared with AIBC's sponsors and we assume that you agree to us doing so, unless you tell us otherwise.

If, at any time, your details change or you would like to access any personal information we have collected about you, please let us know.

Please send this completed application to:

Young Professionals Chapter
Australia India Business Council (NSW)
PO BOX R1757 Royal Exchange NSW 1225

Or ypnsw@aibc.org.au
AIBC NSW Young Professionals
MENTOR Application 2010

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Please provide as much relevant information as you can.

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*First Name: __________________________________ Middle Name(s): __________________________________

*Last Name(s): __________________________________ *Date of Birth:____________________________________

*Email:_________________________________________________ *Gender: M F

* Field: ________________________________________________

*Company Name: ___________________________________________________________________________

Title/Position: __________________________________________ Department: ____________________________

**Addresses** (please provide one preferred postal address. If you are using a business address, please include floor/level details as applicable).

Primary Address: Business Home

Street address/ PO Box: __________________________________________

Suburb: ______________________________ State: ________ Postcode: ________ Country: _____________

Secondary Address: Business Home

Street address/ PO Box: __________________________________________

Suburb: ______________________________ State: ________ Postcode: ________ Country: _____________
Contact numbers (please tick preferred contact number).

Home: (___ )__________________________________ Business: (____ )__________________________________
Mobile: ______________________________________ Facsimile: (____ )__________________________________

1. Please provide a short career summary or attach a CV.
_________________________________________________________________________
_________________________________________________________________________
_________________________________________________________________________
_________________________________________________________________________

Are you comfortable that this career summary be shared with your MENTEE?  Yes  No

2. Please describe briefly your current role and responsibilities?
_________________________________________________________________________
_________________________________________________________________________
_________________________________________________________________________
_________________________________________________________________________

Do you lead a team?  Yes  No  How many people do you manage? __________________________________________

How would you describe your organisational level?
Executive  Senior Management  Middle Management
Other – please supply more details________________________

3. Have you any previous experience in mentoring?
As a mentor?  Yes  No
As a mentee?  Yes  No
In which program?________________________

4. Once the program has commenced, please indicate if you are willing for your contact details to be provided to program mentors and/or mentees.
Mentees  Yes  No
Mentors  Yes  No

5. What do you hope to achieve as a MENTOR in this program?
_________________________________________________________________________
_________________________________________________________________________
6. Can you picture the MENTEE you would best be matched with?
Someone who is ____________________________________________________________________
__________________________________________________________________________________

7. AND, now the MENTEE with whom you SHOULD NOT BE matched?
Someone who is ____________________________________________________________________
__________________________________________________________________________________

8. In summary, what are the three key things you bring as a MENTOR to this Mentoring Program.
1 __________________________________________________________________________________
2 __________________________________________________________________________________
3 __________________________________________________________________________________

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