

Mentor Registration Form

To become a mentor for our cosmoanelixis students and young professionals, please complete and submit this registration and profile form using the email registrations@cosmoanelixis.gr. One of our colleagues will contact you to further discuss your mentoring services. Thank You.

Name

The following information will be used to establish your background and interests in support of the Mentoring Programme.

First Name	
Last Name	
Gender	
Address (this is for our records only)	
City/ Town	
Country	
Post Code	
e-mail	
Tel.	
mobile	
Are you a cosmoanelixis Alumni?	
Education (please provide us with your educational background)	
My personal interests	
My professional interests	
Occupational Sector you are currently employed in	
Employment - Name of company/employer	
Employment - location of your current position	
Employment - your current position/job title	
Employment - number of years in current employment?	
Employment - brief job description. Focus on your tasks.	
In what area do you have experience and you would like to serve as a mentor? Please tick appropriately below	

- Accounting, Auditing
- Administration
- Advertising, Marketing, PR

- Agriculture, Farming, Animal Care
- Architecture
- Banking, Financial Services
- Bioscience, Physics, Chemistry and Forensics
- Business, Management, Consultancy
- Charity, Development Work
- Computing, Digital Technology
- Construction, Civil Engineering
- Creative, Visual Arts, Design, Crafts
- Defence, Uniformed Services
- Education
- Engineering
- Environment, Conservation
- Fashion Design
- Financial Markets, the City
- Food Science
- Government, Politics
- Graphic Design
- Health, Social Care
- Hospitality, Event Management
- Human Resources, Recruitment, Training

- Insurance, Pensions, Actuarial
- Interior Design
- Land and Property Management
- Languages, Translation
- Law, Legal Services, Consumer Protection
- Leisure, Sport, Tourism
- Libraries, Heritage
- Mathematics, Statistics, Economics
- Media, Journalism, Publishing
- Product, Furniture Design
- Psychology
- Purchasing, Procurement
- Research
- Retail, Sales
- Social Work, Guidance, Community Work
- Sports Science
- Supply Chain, Logistics, Operations
- Surveying

As a mentor, I am comfortable providing advice and guidance on the following topics

Please tick to acknowledge you agree with the statements below:

I have a 1 year or more post qualification experience in the work sector

As a mentor I will build a mutually beneficial and interactive relationship with a student mentee. I will reply to my mentee's introductory email and complete out mentoring agreement

I can commit to having weekly/monthly mentoring sessions with my mentee

I will support my mentee to develop their Personal Development Plan

I will go through my mentee's requests at the beginning of our mentoring relationship and use it to focus our attention on developing their study/ career/employability prospects

At our final session I will offer my insights through the Mentoring Development Review

I agree

Below is a list of important guiding principles which we expect our mentors to follow. Please tick to acknowledge you agree with the statements below

I will ensure all face-to-face meetings are conducted in public and professional settings and never in either my mentee's home or my own

I will actively listen to my mentee and check that my understanding of what has been said is correct, allowing them the opportunity to clarify

I will establish a warm and open working relationship with my mentee and create an atmosphere of trust and respect

I will be non-judgemental and try to put myself in their place so that I am following them from their frame of reference and not my own

I will encourage my mentee to make their own decisions and take responsibility for the decisions they make

I will not let my personal feelings and values influence my mentee's decision making

I will encourage my mentee to discuss their career aspirations and focus on developing their employability

I will help my mentee analyse their options when faced with new challenges

I will make a conscious effort to understand the cultural values and beliefs of my mentee if they are from a different background to my own

I know the limits and boundaries of my role and I will communicate any concern regarding the mentoring relationship including the safety of my mentee to the cosmoanelixis board so

that the most appropriate support can be identified and put in place for the mentee and myself

I will admit when I am not prepared or cannot deal with a situation and understand that it is an essential responsibility of the Mentor to inform the cosmoanelixis board immediately

I agree

By ticking the declaration box I agree that the information I have provided is accurate and am able to commit my time to my mentee. I understand that my email address will be passed to my mentee.

Declaration

SUBMIT it to the email registgrations@cosmoanelixis.gr