



Meetings & Events Australia



Mentor Information

Why Mentor?

- Personal satisfaction in sharing knowledge and experiences.
- Opportunity to reflect on your own skills & practices.
- Opportunity to contribute to the development of other individuals.
- Recognition as a successful manager.
- Recognition in communication outlets such as the MEA website, MEA dedicated pages in mice.net magazine, MEA National e-broadcast; Business Events Australia newsletter.
- Gain a broader perspective on issues in the business events industry.
- Provides an opportunity to critically reflect on your skills and expertise.

Mentor Requirements

Mentors must attend a compulsory half-day training workshop on mentoring prior to the start of the program. This will be held in Sydney on Wednesday 13 October from 2.30 to 5.30pm followed by a launch cocktail reception to meet the Mentees from 5.30 to 7.00pm.

Mentors must commit to being present at this training and launch event before enrolling in the program.

- During the period of the program Mentors must meet with their allocated Mentee a minimum of 4 times at a mutually agreed convenient venue and time.
- Mentors must communicate with dedicated MEA personnel once a month throughout the program.
- Mentors must complete an evaluation form at the end of the program to provide feedback for development of future programs.
- Mentors are invited to attend the Graduation Ceremony for Mentees who successfully complete the program in June 2011.

Engagement / Responsibilities of the Employer

As all Mentors may not be employers it is essential that approval and support of the program is provided by your employer. Due to the time involved in Mentoring it is a requirement that approval is provided by the employer prior to your acceptance into the program. There is no other involvement required of the employer in the area of mentoring.