



# ALGWA VIC MENTORING PROGRAM

## Expression of interest in being a mentee

### 1. Background

ALGWA Vic has received funding from the Victorian Government to establish a mentoring program targeting new female councillors following the 2020 local government election.

The 2020 Mentoring Program follows on from the successful 2016 ALGWA Vic Mentoring Program. This opportunity enabled 20 new local government female councillors to be matched with 20 experienced current or former councillors from metropolitan, regional and rural Victorian municipalities.

As a result of the successful implementation of the mentoring program in 2016, this program will continue to allow new female councillors in 2020 mentorship according to need, location and the interests with 20 trained mentors.

All program participants will receive a copy of *The Mentoring Handbook - encouraging and supporting women local government councillors*, which includes case studies and insightful guidance regarding effective and empowering mentorship.

The program is co-ordinated and actively monitored by Leonie Morgan AM and associate Linda Bennett. Both Leonie and Linda have over 20 years of experience in establishing and implementing political mentoring programs conducted for women in local government. Should any issues arise within the mentoring matches, Leonie or Linda will be available to assist.

### 2. What is Mentoring?

- Mentoring is when a more experienced person assists a generally less experienced person in a specific area of expertise to advance in their chosen pursuit - this could be in business, in politics or in any other area of life.
- Mentoring in a political context like local government is very different from business mentoring as there are many other issues involved, such as working with others who may have different political views, managing your new role in the community, technical aspects of how local government works, etc.
- Mentors are generally more experienced in campaigning and in local government. They are experienced councillors and are willing to assist someone with less experience to gain skills to become better councillors.
- Those who are mentored are generally less experienced and are seeking assistance in developing their local government careers.



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## 3. The ALGWA Vic Mentoring Program

### How will the ALGWA Mentoring Program work?

Following the 2020 local government elections, ALGWA Vic will write to all the newly elected female councillors to ask if they would like the support of an experienced female councillor or ex-councillor as a mentor. Of those who express interest (mentees), 20 will each be matched with one of the 20 experienced female councillors as a mentor, according to needs, location and interests.

All participants must be members of ALGWA Vic.

### What might be the focus of the mentoring discussions?

The specific focus of each mentoring arrangement will be discussed at the first meeting between the mentor and mentee (newly elected female councillors). It is anticipated that discussions will focus on issues that arise in local government. This could include:

- How to work with other councillors, and use your power and authority effectively.
- How to work with the council officers.
- How to manage your councillor time more effectively.
- How to balance work as a councillor with the other responsibilities in your life.
- How to keep in contact with constituents to fulfil your role.

### How long will the mentoring support be provided?

Following matching of mentors to mentees, the formal mentoring program will run till the end of 2021 when there will be an evaluation. However, experience with the 2016 ALGWA Vic Mentoring Program indicates that informal mentoring often continues between Program participants.

### How will mentoring contact be made?

Once each mentor is matched with a mentee, they will be provided with phone and email contact details. Each mentor will then contact their mentee. Ongoing contact may be conducted through phone, email, Zoom, Messenger or Skype. They might also meet in person if they both feel this is useful. Experience with the 2016 Program indicates that at least one in-person meeting is valuable at the beginning of the partnership.



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## How often will contact be made?

Contact would be on a fortnightly or monthly basis. It is flexible depending on your needs and circumstances.

## What happens if there's a problem?

If there's a problem, the ALGWA Vic Executive Officer Cr Michelle Kleinert or the Program Consultant Leonie Morgan will be available to answer questions or queries to sort out any difficulties. Leonie will also be in contact with each mentor periodically to see that things are going well.

## 4. Are you interested in being mentored as part of the ALGWA Vic mentoring program?

- Are you already an ALGWA Vic member or are you happy to join?
- Are you a newly elected female councillor?
- Are you interested in the particular issues that impact on women in the community and in politics?
- Are you open to receiving advice and support from an experienced women councillor?
- Have you been involved in a mentoring program before and/or are you interested in finding out more about mentoring?

If you answered yes to these questions then we invite you to register your interest in our mentoring program. See below for the mentee registration form.

**Please fill in the attached mentee registration form and scan and email the completed form by 10 December 2020 to Executive Officer, Cr Michelle Kleinert [admin@algwa.com.au](mailto:admin@algwa.com.au)**

If you are not a member and would like to join, visit <https://www.algwa.com.au/membership/>

**PLEASE NOTE: a maximum of 20 women can participate in this program so it is important to submit your expression of interest form by 10 December 2020.**



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## MENTEE EXPRESSION OF INTEREST

Instructions to fill in form: Download PDF to edit. Click 'Tools' tab in top navigation. Scroll down to 'Annotate', then 'Add text'. Use this to type in text box, and move around to fit underneath the PDF questions. OR print PDF, fill in form, then scan and email to Executive Officer, Cr Michelle Kleinert, at [admin@algwa.com.au](mailto:admin@algwa.com.au).

If you would like to apply to be part of the ALGWA Victorian Local Government Women's Mentoring Program, please complete the following details, scan and email your completed form to **Executive Officer, Cr Michelle Kleinert** [admin@algwa.com.au](mailto:admin@algwa.com.au) by 10 December 2020 as mentoring places are limited to 20.

**NAME:**

**MUNICIPALITY:**

**TELEPHONE:**

**EMAIL:**

**ARE YOU AN ALGWA VIC MEMBER?**

**1. Please outline your experience in local government (for example, were you elected for the first time in 2020 or are you a former councillor re-elected? if so, how long have you been a councillor etc).**

**2. What knowledge / skills do you think you need from a mentor? (This will help with the matching process)**

In the past mentors have provided advice and support in the following areas:

- Increasing knowledge of how local government works
  - Working with other councillors who may be very different to you and how to encourage teamwork and be strategic
  - Expanding personal networks and building relationships to achieve outcomes for the community
  - Building self-confidence
  - Effective communication skills and conflict resolution
  - Effective time management
  - Maintaining contact with constituents to build communication, knowledge and partnerships
  - Other
- Please outline the knowledge and skills you think you might need from a mentor below:



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**3. Are there any other comments and/or requirements that may assist us to identify the most appropriate mentor for you, for example, are you an independent or are you aligned with a political party? Why did you first stand etc.**

**4. Do you have any particular constraints or requirements (e.g. geographical location) we need to consider when making a match? Note that we will not match councillors or former councillors from the same municipality.**

**5. Please describe any previous involvement in formal or informal mentoring relationships, including the ALGWA Vic 2016 Mentoring Program.**

**6. Anything else you would like to tell us about yourself.**

**Thank you for your interest in the 2020 Victorian Local Government Mentoring Program. We will be in contact with you as soon as possible and anticipate the program will begin in early 2021.**

**Please scan and email this form to the ALGWA Vic Executive Officer, Cr Michelle Kleinert  
admin@algwa.com.au**