

# Mentoring Connections for Practice Nurses

Issue: January 2008

## Quick Bites!

### When do registrations close?

Registrations for all elements of the Pilot will close on **29 February 2008**.

So—if you know a Practice Nurse who would benefit from the support of a mentor—ask them to call the Project Team on 1800 100 848 today!

### Mentees—have you selected a mentor yet?

If you're a mentee in the 1:1 element then take note—we have mentors waiting for you **NOW!**

Please do take time to complete your online profile and select a mentor.

Our team are standing by to help you—just call 1800 100 848 or email [emma@australianmentorcentre.com.au](mailto:emma@australianmentorcentre.com.au).

**Hello and welcome** to the January edition of the *Mentoring Connections for Practice Nurses*. We hope you had a relaxing and enjoyable break over the holiday period. The National Mentoring Pilot is now in full swing - aiming for an exciting year of mentoring support activities through to October 2008. Just to bring you right up to date—here's the latest statistics on the involvement of Practice Nurses and Division Program Officers around Australia.

- 29 mentees of which 9 have already selected a mentor
- 68 mentors, of which 33 are online and 9 have a mentee
- 5 groups registered with one having already completed and submitted their Mentoring Group Agreement
- 14 circles registered across five states of Australia

In total—some 190 people are involved in the Pilot across all states and territories in Australia! Congratulations to everyone—let's have a fantastic year of supportive mentoring and *making a difference* in the lives of general practice nurses!

## The Project Team

### 1:1 Mentoring Element Update:



**Have you completed your online profile yet? The online mentoring support system is NOW AVAILABLE.** All mentors and mentees should have received directions either by email or in the post on how to access the system and complete their online registration.

### Project Management by:



Australian General Practice Network  
([www.agpn.com.au](http://www.agpn.com.au))



Australian Mentor Centre  
([www.australianmentorcentre.com.au](http://www.australianmentorcentre.com.au))

### For Mentors:

1. Login to the system
2. Complete mentor profile
3. Await invitation to be a mentor
4. Liaise with prospective mentee
5. Commence mentoring

### For Mentees:

1. Login to the system
2. Complete mentee profile
3. Commence new mentoring project/relationship
4. Select a mentor (either yourself or choose the 'ask for help' button)
5. Liaise with prospective mentor
6. Commence mentoring

### Please Note:

**By 29 February 2008 we would like all mentees online and matched with a mentor.**  
*Please give us a call if you need assistance!*

**If you have not received directions—please contact our office ASAP!** We'll be monitoring the system closely—so please do not hesitate to contact the Project Office on 1800 100 848 or [nigp@australianmentorcentre.com.au](mailto:nigp@australianmentorcentre.com.au) so that we can assist you.

The National Mentoring Pilot is funded by the Australian Government Department of Health and Ageing.



## Getting Underway in 2008 - Some Top Mentoring Tips

*Mentoring partnership only works when both parties are committed to making it work. So my Number #1 tip for you as you kick-off the mentoring year is to make a personal commitment to staying in contact with your mentoring partner, group or circle. ~ Gilly Johnson (Director & Founder, AMC)*



To help you get underway in 2008, here are some tips to support mentoring participants, the tips are divided into 'new partnerships' and 'common courtesies'. A central theme to the next few months of your mentoring partnership should be: communication and clarity. This means regular contact and having a clear mentoring focus.

**New Partnerships (2008).** We suggest that you schedule a few meetings in the next few weeks—either by phone/email or face-to-face and go over the following:

- Take time to get to know one another—perhaps share your resume with each other—find out a little more about your experiences, shared social interests, and learning/career goals for this year. *It's about building rapport and trust!*
- Use the Mentoring Agreement to review the assistance that the mentee has requested and the goals that they would like to achieve. As part of this, make sure you put in place a basic mentoring meeting schedule e.g.. how often to meet (at least once per month); mode of communication to use; best times; what to do in between meeting times; what to do if you are away; and perhaps opportunities when you might be able to meet during the year (if in a distance mentoring relationship).

**Common Courtesies.** There are some common courtesies that we encourage all participants across mentoring initiatives to observe. Please take a moment to review these:

- **Be organised.** A mentoring relationship is primarily about the mentee, so mentees need to take 'responsibility' for the mentoring partnership. This does not mean that the mentor doesn't do anything, but does mean that mentees need to focus on and communicate how they want the mentor to assist them.
- **Maintain communication.** One of the biggest frustrations is a lack of communication. As you kickoff this year, make a personal commitment to being in contact with each other at least once per month on a formal basis.
- **Be open to new ideas.** It's likely that both of you have different ideas on different topics. One of the keys to respect in a relationship is to be open to listening to and considering 'other ways'.
- **Be respectful of the boundaries.** Mentoring is there to provide an additional layer of career and professional support.

And finally, enjoy the mentoring partnership. **Remember** that everyone involved in these mentoring initiatives are supportive of you achieving your learning goals.



### Book Review

A new nurse mentoring resource has hit the book-shelves. *Mentoring in Nursing* by Sheila Grossman takes a contemporary look at mentoring in nursing. Here's a quote from the text:

*'Greggs-McQuilkin (2004) recommends that nursing assures a mentoring mentality. She says that the profession needs to mentor for survival since it is the interrelationships with one another that will be key to successful goal achievement for nursing. She advises nurses to focus more on collaborating and less on competing in their work settings in order to create environments in which respect, sharing, learning and support are the standard instead of the unusual. Results from her work support that mentoring has a positive impact on retention and job satisfaction and decreases orientation costs.'* (*Mentoring in Nursing*, 2007, p. 132)

**Title:** *Mentoring in Nursing—A Dynamic and Collaborative Process*

**Author:** Sheila C. Grossman

**ISBN:** 0-8261-5385-2

### Prizes Galore!



We have 5 copies of *Mentoring in Nursing* to give away to participants in the National Mentoring Pilot.

**Each copy is worth \$50!**

To '**be in it to win it**' here's what you need to do:

In 150 words or less, tell us about the benefits you've experienced to date as a participant in the National Mentoring Pilot. We'll choose the **five** most outstanding responses, and publish them in the next edition of *Mentoring Connections*.

Entries close **22 February 2008**.

Send to [nigp@australianmentorcentre.com.au](mailto:nigp@australianmentorcentre.com.au).



## Participant Checklists—Have you ...

*To start the year in a positive manner, here's a quick checklist for everyone in the National Mentoring Pilot. Please do review this now to ensure that you're well on your way to a wonderful year of mentoring support.*

### 1:1 Mentees—by now you should have:

- Completed your online profile in the Open Mentoring system
- Selected a mentor
- Commenced monthly meetings with your mentor

### 1:1 Mentors—by now you should have:

- Completed your online profile in the Open Mentoring system
- If requested, communicated with a potential mentee
- If invited, commenced a mentor relationship
- OR—if not yet matched—stay tuned for further details

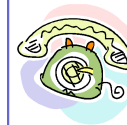
### Mentoring Group—by now you should have:

- Completed first and second meetings in 2007 and 2008
- Completed individual mentee development plans
- Completed Mentoring Group Agreement and faxed a copy to the Project Office
- Organised schedule of monthly meetings for January—October 2008

### Mentoring Circle—by now you should have:

- Completed first and second meetings in 2007 and 2008
- Completed individual mentee development plans
- Completed Mentoring Circle Agreement and faxed a copy to the Project Office
- Organised schedule of monthly meetings for January—October 2008

If you need any assistance—please drop us an email or call 1800 100 848.



## Monthly Mentoring Support Activities for 2008

Commencing in February, we'll be providing a monthly mentoring support telephone conferences for National Mentoring Pilot participants. These will provide you with the opportunity to dial-in and connect with the Project Team and other participants to gain an additional layer of support during the year.

### Dates for the first calls are:

#### Group Mentors

- 26 February 2008
- 11.30 am EST

#### Mentoring Circle Points of Contact

- 26 February 2008
- 2.30 pm EST

In March, calls will commence for mentees and mentors as well.

## General Updates: Further Training Dates & Quick Links ...

If you missed attending a formal training session in 2007—here's one more chance for some education in our tele-training sessions. You'll need to attend both sessions—here are the dates and times:

- **Tele-training Session 1:** Tuesday 19 February 2008 @ 11.30 am EST (60 minutes duration)
- **Tele-training Session 2:** Thursday 28 February 2008 @ 1.30 pm EST (60 minutes duration)

**Please RSVP your attendance by Thursday 14 February 2008** to 1800 100 848 or [nigp@australianmentorcentre.com.au](mailto:nigp@australianmentorcentre.com.au). Dial in details will be emailed.

**Don't forget that the Pilot now continues to October 2008**—so we hope that you'll have the opportunity to meet on a monthly basis between now and then.



### Project Contact Details

**Freecall:** 1800 100 848

#### Email:

[nigp@australianmentorcentre.com.au](mailto:nigp@australianmentorcentre.com.au)

**AGPN Website:** [www.generalpracticenursing.com.au/site/index.cfm?display=27437](http://www.generalpracticenursing.com.au/site/index.cfm?display=27437)

**Project Website:** <http://nigp-nmp.webexone.com>  
(guest access available)

### Project team contacts:

Julie Porritt, Toni Rice and Beta Chakraverty  
(AGPN—Canberra)  
Gilly Johnson & Emma Morton  
(AMC—Melbourne)