

## **WHAT ARE THE BENEFITS OF THE PROGRAM?**

### *for mentees*

- increased job knowledge and skills;
- increased knowledge and understanding of organisational processes;
- increased knowledge and understanding of the sector;
- increased ability to demonstrate competitiveness in selection processes;
- increased appreciation and perspective of career development processes and planning; and
- increased access to professional development opportunities and networks.

### *for mentors*

- increased job satisfaction;
- sense of contribution to the sector and recognition of this by others;
- renewed motivation and enthusiasm;
- new learning; and a
- sense of achievement in seeing mentee(s) develop and achieve.

### *for local governments*

- enhanced job contribution by all mentoring program participants; and
- enhanced performance within and by the local government.

### *for the sector*

- enhanced view of the sector as one of excellence in management, decision making and service delivery and as a career choice.

## **IF I AM INTERESTED IN BEING A MENTOR OR MENTEE IN THE PROGRAM, WHAT DO I DO?**

Contact the Program Manager at the Department of Local Government and Regional Development for further information about the program and to obtain an Expression of Interest form:

Tel 9217 1442; Fax 9217 1480;  
email [vscott@dlgrd.wa.gov.au](mailto:vscott@dlgrd.wa.gov.au)  
GPO Box R1250, PERTH WA 6844

## **AFTER I EXPRESS AN INTEREST, WHAT WILL HAPPEN NEXT?**

- copies of expressions of interest will go to all potential mentors and mentees;
- there will be an information and training workshop. All potential mentors and mentees will be expected to participate as the workshop will cover essentials for the program and it is an opportunity for them to meet;
- following the workshop, mentees will contact prospective mentors and arrange to discuss the possibility of working together in a mentoring relationship;
- mentor/mentee arrangements will then be finalised between mentors and mentees, in consultation with the Program Manager; and
- mentors and mentees will develop a mentoring agreement and an action plan and move forward with this.

*Enquire now about this new professional development program, the first of its kind for the WA local government sector.*

# **Mentoring Program for Women in Local Government in Western Australia**

**An exciting new professional development  
opportunity in the WA local government sector**



**Initiated by the Advisory Committee on  
Women in Local Government**

**Supported by the Department of Local Government  
and Regional Development**



Department of Local Government  
and Regional Development  
Government of Western Australia  
[www.dlgrd.wa.gov.au](http://www.dlgrd.wa.gov.au)



### ***WHY HAVE A MENTORING PROGRAM?***

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The Advisory Committee on Women in Local Government was established by the Minister for Local Government and Regional Development with the aim of encouraging and assisting women to seek employment and progress their careers in the Western Australian local government sector.

With only four female Chief Executive Officers in 144 local governments and 16.2% of managers in tier two management and decision making positions in the sector being women, the Advisory Committee decided to establish this mentoring program. The other two priorities of the Advisory Committee are the promotion of competent, equitable selection processes in local government and the promotion of the sector, including the key role it plays in the daily lives of people.

### ***WHO IS THE PROGRAM FOR?***

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- women in management and decision making positions in local government; and
- women aspiring to such positions as their next career move.

### ***WHAT IS MENTORING ABOUT?***

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Mentoring is a process which provides guidance to individuals in their professional development. While mentoring exists in a professional context such as the workplace, the development of the mentoring relationship takes place at a personal level. It is a relationship, not just a procedure or activity, where one person professionally assists the career development of another, outside the manager/subordinate relationship (Mitd, 1993).

### ***WHAT DOES THE PROGRAM AIM TO ACHIEVE?***

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*The program aims to:*

- provide a means of professional development and support for individual women in the local government sector;
- contribute to the enhancement of knowledge and skills within local governments in this State; and to
- increase the overall effectiveness of local government management, decision making and service delivery in Western Australia.

### ***HOW WILL THE PROGRAM WORK?***

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- it will be Statewide and Expressions of Interest from potential mentors and mentees across the State are encouraged – mentors may be men or women;
- the mentoring process for participants will encompass contact by phone, email and in person and teleconferencing may also be used from time to time at key stages of the program;
- it will be of 12 to 18 months' duration, allowing time for mentor/mentee relationships to develop and for learning opportunities to occur as a gradual process; this time period is not so long that mentoring relationships which are no longer needed and have productively run their course can come to an end; ultimately, the duration of particular mentoring relationships will be determined by the mentor and mentee;
- it will be based on adult learning principles with a high level of self management by mentors and mentees and confidentiality within the mentoring relationship;

### ***MORE ABOUT THE PROGRAM***

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- mentors and mentees will self select;
- there are some broad principles and protocols in place as a guide for participants and, within these, participants will make their own arrangements for such things as frequency of contact and how this will occur; and
- a Program Manager will be available to support and assist mentors and mentees as required and generally manage the program.

### ***WHAT ARE THE CHARACTERISTICS OF EFFECTIVE MENTORS AND MENTEES?***

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*Effective mentors will:*

- have a commitment to the program;
- have job related skills, knowledge and expertise, including highly developed interpersonal skills;
- be able to see the mentoring relationship as a mutually beneficial learning process for both mentor and mentee; and
- be willing to give sufficient time to the mentoring process.

*Effective mentees will:*

- have a commitment to the program;
- be prepared to accept responsibility for their own growth and development;
- have the ability to identify and articulate their learning goals as part of the mentoring process; and
- be willing to give sufficient time to the mentoring process.