

# THE MENTORSHIP CHALLENGE

## STEP-BY-STEP GUIDE FOR MENTORS

### 01 Apply to become a mentor

We're looking for South Africa's industry leaders to help shape the next generation of leaders. Therefore, a stringent application and filtering process applies for both mentors and mentees. We invite you to enter your details and become one of our chosen mentors. Once approved, you will receive a confirmation email with login details.

### 02 Login

Enter your *email address* and password.

### 03 Complete your profile



### 04 Describe your ideal mentee

Stipulate any prerequisites for your ideal mentee.

*For example: Ideal mentee between 20 and 30 years looking for growth opportunities in the financial sector.*

### 05 Pledge to make a difference

You will be able to *indicate the number of mentees* you are willing to mentor.



**TIP**  
Remember to read the terms and conditions.

### 06 View and manage your prospective mentees

Your **DASHBOARD** will reflect the following:

- Suggested mentees:** These are the mentees that have been personally selected for you. Browse through and shortlist or accept those whom you are willing to mentor.
- Shortlisted mentees:** These are the mentees you have shortlisted from the suggested mentees.
- Accepted mentees:** These are the final mentees, selected off your shortlist. You will be able to view their contact details once you have made your selection.



#### NOTE

We endeavour to match you with the most suitable mentees. However, should you feel that you cannot add value to your mentees' journey, we urge you to disclose this to them as soon as possible, and encourage them to continue their search for a more suitable mentor on the platform.

*More mentees will be made available to you through your suggested mentees list.*

### 07 Manage your mentoring sessions

Click on the **Accepted mentees** tab to view your approved mentees. **Contact them** directly via email or telephone to schedule your first session together.



#### TIP

The relationship is now yours to manage. Why not check out our tips on what it takes to make a great mentor?

### Feedback

Keep us informed of your mentoring experience, and if you have any questions or need assistance, email us on [info@mentorshipchallenge.co.za](mailto:info@mentorshipchallenge.co.za)

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