

The Roles and Responsibilities of Protégés and Mentors

Roles and Responsibilities of a Protégé

Now that you know you are ready to be a protégé, you will need to keep in mind the following guidelines about your role and responsibilities:

- Be open to learning. Constructively listen to your mentor, and take his or her advice and counsel seriously.
- Contact your mentor whenever you come across difficult situations, when you need advice, or when you are not sure of the right approach to a problem.
- Seek out opportunities to take advantage of the mentoring relationship.
- Keep your mentor apprised of your needs. Take the time to check in on a regular basis.
- Be open to meet with your mentor whenever and wherever they suggest.
- Give back. Pay attention to what your mentor might need from you, and be ready to provide appropriate assistance.

Roles and Responsibilities of a Mentor

- Effectively challenge the protégé's inappropriate intentions or behaviors.
- Help the protégé by listening or telling a story about how you solved a similar problem.
- Work with the protégé to look for solutions to his or her professional dilemma.
- Suggest books or courses that will enhance the protégé's knowledge.
- Let him or her shadow you and learn by watching.
- "Walk the talk" so you model authenticity.