The University Mentoring Scheme

Quarterly Newsletter
Newsletter #2

This is a quarterly newsletter for colleagues who are registered as a mentor and/or mentee on the University of the Highlands and Islands (UHI) 'University Mentoring Scheme'. This new newsletter replaces the bi-monthly SUMAC emails, you can unsubscribe from the newsletter at any time.

In this newsletter:

- **Spotlight on Mentoring**: news of events and resources to develop and support your mentoring practice.
- **Mentoring Strand Updates:** information and updates from the mentoring strand leads.
- **Standard Newsletter Items**: information and guidance to keep your mentoring partnerships on track.

Colleagues are encouraged to forward the newsletter to any colleagues or teams who might be interested in engaging in mentoring activity trough the scheme.

Spotlight on Mentoring

Mentoring development: workshop series

This semester will see several short workshops to develop mentoring practice. Although presented as separate workshops, the four mentoring workshop sessions are designed to develop mentoring practice and participants are encouraged to attend all where possible.

[Mentoring Development: Defining goals and setting boundaries:](#) 20 April, 12:00 – 13:00
It is important as mentors to take time at the beginning of the partnership to help the mentee define and refine the goals and to consider what is achievable and realistic. Coaching models can help with this task and this short workshop will explore some of these, giving the participants the opportunity to try some out in practice.
[Mentoring Development: The mentoring conversation:](#) 19 May, 09:30 – 11:00
This workshop will see participants explore effective mentoring through listening and communication, building rapport and trust, and using tools and techniques to approach reflective conversations.
[Mentoring Development: Giving feedback:](#) 14 June, 12:00 – 13:00
This workshop will explore approaches to giving feedback in mentoring. As mentors considering our approaches to feedback before and during mentoring will ensure we don't fall into approaches to mentoring which become mentor led which will disempower mentees.

Please email lta@uhi.ac.uk to book and refer to the event listing for more information and for the pre-workshop tasks.

Mentoring development: tailored workshops

As well as the pre-mentioned workshops, the mentoring team offer tailored sessions at Academic Partner development days, events and conferences. Over the last few months, a workshop was held for SAMS UHI and for UHI West Highland College. Just get in touch if you would like a workshop for your own college. We can also run information sessions and recently presented at the University Research Conference.

Contact mentoring@uhi.ac.uk if you would like to discuss a tailored workshop.
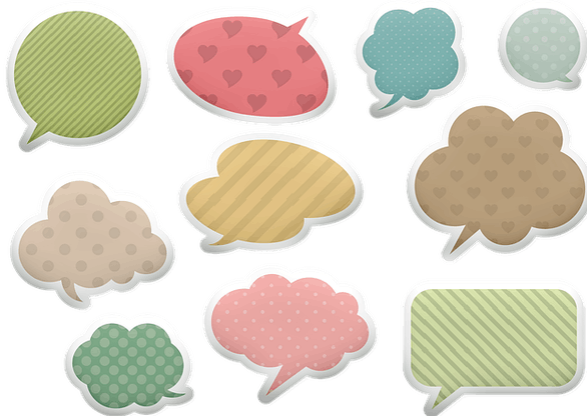
Have your say!

The mentoring team have been considering ways to grow the mentoring scheme members and develop a community of mentors and mentees across UHI. We have created a short survey to gather information from our mentors and mentees that will help to inform these discussions. Please complete the BOS survey by clicking on the button below, to *have your say!*

Mentoring Scheme Survey: Have your say!

We need mentors: help us grow the scheme

As we grow the scheme, we are looking to support specific groups of colleagues through mentoring as outlined below.

If you have experience in the roles below or you know someone who might be interested in providing mentoring support please let us know at mentoring@uhi.ac.uk

Director of Studies to support:	**Personal Academic Tutor** to support:	**Leadership and/or senior management** to support:

Colleagues new to the role of Director of Studies (DoS).	Colleagues new to the role of Personal Academic Tutors.	Colleagues new to leadership roles and leadership, or new to senior management.

Resource spotlight: GROW Model

Developed in the 1980s by Graham Alexander, Alan Fine and Sir John Whitmore. Often used in coaching, the GROW Model can be used to explore goals, the reality, the options, and the way forward.

We have created a document in the [Mahara mentoring group](#) which provides some examples of the types of questions you might ask your mentee using the GROW model. Look under the files option and in the mentoring resources folder.

Scholarship spotlight: Blog post: Mentoring across disciplines

[This blog post](#) explores the value of cross college and discipline mentoring. The blog explores partnerships at UHI where the mentor and mentee were not from the same college and/or discipline and the positive impact this had on their partnership.

Learning and Teaching Enhancement	Professional Recognition	Research	Scholarship Development
Supporting colleagues to enhance their	Supporting colleagues to achieve	Supporting colleagues to undertake	Supporting colleagues to engage in

practice in learning and teaching, and supporting learning and teaching.	professional recognition in Learning and Teaching.	disciplinary research, publish and achieve funding.	scholarship activities to disseminate and share their own practice and expertise.
Register	**Register**	**Register**	**Register**

For general enquires please email **mentoring@uhi.ac.uk**

Mentoring Strand Updates

Learning and Teaching Enhancement

Strand Lead: Debbie Wartnaby
debbie.wartnaby@uhi.ac.uk

The strand currently has 74 active members, 29 active partnerships, with 4 mentors available and 1 mentee awaiting a successful match

Mentoring is underway for the 2021-22 UHI Aurorans. They have been matched with mentors, who are also UHI's Aurorans, are working their way through their mentoring partnership.

As part of the research study of the impact of the University's engagement in the Advance HE Aurora Leadership Development Programme for those identifying as women, (Aurora) the 2020/21 participants have shared their experiences of the support they have received through the mentoring scheme strand. For most, although mentoring partnerships were established at the start of the Aurora Progamme, the real value of the mentoring relationship began once they had completed the Advance HE programme. It was often, only then that they could effectively consider the impact of the programme and use it to identify their goals from a mentoring partnership. As with previous Aurora cohorts, they found that

being part of the mentoring scheme, as a mentee and then as a mentor, was a really positive experience and supported networking and relationship building across the UHI Aurora and Mentoring communities.

[Learning and Teaching Enhancement](#)

Professional Recognition

Strand Lead: Alex Walker
alex.walker@uhi.ac.uk

March is always a busy time of year for the Professional Recognition Strand with colleagues working on applications for HEA Fellowships from Advance HE through ALPINE. Part of that journey is being paired with a mentor who will support the applicant's application writing through feedback and support. For every ALPINE Cohort we are fortunate that colleagues are keen to reciprocate the support they received as a mentee and register as a mentor on the strand, or another of the scheme strands. I recently completed a research dissertation exploring perceptions of mentoring on the Professional Recognition Strand for HEA Fellowships. I would like to thank everyone who volunteered to be interviewed for the research project! Below is a short summary of the findings around the enablers and advantages of formal mentoring for Professional Recognition.

[Professional Recognition](#)

ENABLERS FOR SUCCESSFUL MENTORING

Guidance

Confidentiality
Responsibilities
Timelines

Humanist

Cross-institutional

Motivation
Expertise
Connectivity
Community

Technology enabled

Multi-modality
Role modelling

Institutional Endorsement

Promotion
Encouragement
Celebration
Recognition

ADVANTAGES

Harnessing expertise

Experience
Passion
Knowledge
Networks

Community of practice

Scholarship

Pedagogic
Sharing practice
Professional dev

Confidence

Role
Practice
Career

Standards

Institutional
Sector
Students

The Research strand has been more active over the last few months with both new mentors and new mentees signing up. 3 new matches have been made which I hope is part of the re-boot of activity in this strand.

Finlo and Alex introduced the strand at the UHI Research Conference in January and had hope it might solicit new sign-ups, but unfortunately that was not the case. We're trying to understand why that might be – perhaps online conference fatigue, perhaps we didn't share the links. If you do want to sign up please follow this link:
https://www.uhi.ac.uk/en/learning-and-teaching-academy/prof-devt/mentoring/research/
… and follow the "Register for this Strand" in the blue box.

I'm hoping to spend more time talking with research leads across UHI to understand the needs of mentoring for research staff. Another important piece of work is to try and understand any barriers as to why staff may choose not to put themselves forwards as a mentor. I'm particularly keen that not all mentors are those in the advanced stages of their career. It would be great if the mentor pool had those with just a few years behind them. Sometimes this can lead to the sense they have little experience to share with a mentee. Actually this is quite the opposite; such mentors have very relevant recent experience to offer. This was summed up in a conversation with a member of staff recently where they stated:

"I think it is easier to value the knowledge you don't have over the knowledge that you do have"

I think everyone involved in research has knowledge that could be valuable to a mentee. Please think about signing up.

Research Mentoring

Scholarship Development

Strand Lead: Dr Heather Fotheringham
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There are a small number of mentors and mentees on this strand including partnerships supporting colleagues who are new to both UHI and academia, as well as colleagues who have been teaching for a number of years but are taking their first steps into scholarship. Mentors and mentees are working together on things such as: writing a first book chapter and developing ideas for action research projects.

In the LTA's Scholarship Development work more broadly I am focussing on Open Scholarship as an intersection between the work that I do, and that of Scott Connor who is Digital and Open Education Lead within the LTA. A series of three introductory events is scheduled in the coming months to explore topics in this area:

20 April: The future is open: why scholarship is good for you and your career

Scholarship Development

Standard Newsletter Items

Keeping your SUMAC mentoring profile up-to-date

You can update your mentor profile at any time by logging into SUMAC https://sumac.ac.uk/. If you haven't logged in before then select 'forgotten' password which will prompt you to set up a password. From the dashboard, you can update your profile and see who you are partnered with. Contact mentoring@uhi.ac.uk if you need any help. An up-to-date profile will help with the mentoring matching process.

Mentor evaluation for 2020-21

It is important that we evaluate the university mentoring scheme so that we can develop the support we provide colleagues in the scheme. At the end of each academic year in June, we invite all mentors who have mentored for the academic year to complete an online survey. If you missed the email inviting you to complete the evaluation and you mentored last academic year, please complete the survey here: https://uhi.onlinesurveys.ac.uk/university-mentoring-scheme-mentor-feedback-2020-2021 .

Ongoing mentee evaluation

When you have reach the end of your mentoring partnership please complete this survey: https://uhi.onlinesurveys.ac.uk/university-mentoring-scheme-mentee-feedback-2

Haven't heard from your mentor/mentee?

Mentees should make the initial contact with their mentor as soon as possible once the match is confirmed, even just to say hello! If you have been matched with a mentee or mentor who hasn't made initial contact/responded to your contact then please let the mentoring team know at mentoring@uhi.ac.uk so that we can make contact with your mentee/mentor.

Haven't got a mentee/mentor?

We are working on building up our pool of mentees/mentors. When a suitable mentee becomes available we will match you and you will receive an automated email to confirm. If you have someone in mind that you would like to be matched with, and who might not be registered on the scheme, please let us know at mentoring@uhi.ac.uk. There are many great potential mentors at UHI who might not realise they have mentor potential, and we often have to invite registrations from individuals who we know would make great mentors!

Coming to the end of your mentoring match?

Please remember to inform the mentoring team at mentoring@uhi.ac.uk when you have reached the end of your mentoring partnership. It is important that we know so that we can update Sumac and terminate the partnership in the system. If you are a mentor, at this point if you find that you aren't able to mentor

another colleague please let the mentoring scheme team know so that we can change your status to 'unavailable' in the sumac system.

Consider also exploring the other strands on the scheme and contact strand leads if you would like more information on another strand.

Struggling to reach the end…..

Ideally, your mentoring partnership shouldn't last longer than 6 – 12 months (there are exceptions). By then goals agreed upon at the beginning of the mentoring partnership should have been reached, or your mentee should feel confident to work on reaching those goals. At the 3 or 6 month mark (or half way through the agreed time) arrange a 'progress update meeting' to explore the goals that were made at the beginning of the match (recorded on the [mentoring agreement form](#)) and agree to a date by which the mentoring match will come to an end and help the mentee consider how to either reach those goals in that time or identify the support they require after the match has come to an end.

Occasionally you may find that the mentoring partnership isn't working out as you and/or your mentee hoped, please let us know at mentoring@uhi.ac.uk if this is the case.

View the [Mentoring Code of Practice](#) for more guidance.

Mentoring Agreement Form

Please complete the [mentoring agreement form](#) at your first or second meeting and return it to mentoring@uhi.ac.uk. This helps us to know when your mentoring match began.

Briefing session

We strongly encourage mentors and mentees to attend a briefing session once registered on the scheme. This session led by the mentoring strand lead will explain how mentors and mentees are matched, the mentoring timeline, and the expectations and support available to mentors and mentees. It also provides you with the opportunity to ask questions or raise concerns you have. Please liaise with the mentoring lead for the strand that you register.

If you have any questions about this newsletter or if you would like to contribute to the next newsletter please email mentoring@uhi.ac.uk