



## **SCL UK – MENTORING SCHEME**

### **Information & Guidelines**

#### **Background**

SCL is pleased to offer a mentoring programme for all members. The scheme connects mentors and mentees across the construction industry and aims to support SCL members in their professional development in the early stages of their career.

The scheme offers reciprocal benefits for both mentors and mentees, such as:

- Exposure to new ideas and ways of thinking;
- Development of professional and personal skills, including mentoring/teaching skills;
- Opportunity to reflect on professional goals and practices;
- New perspectives on developing strengths and overcoming challenges;
- Growth of meaningful professional relationships and networks.

The scheme's continued success is entirely dependent on SCL members' participation, so we thank you for considering your contribution to the SCL Mentoring Scheme – either as mentor or mentee.

#### **Application Process**

Applications for both mentor and mentee positions are welcome from all SCL UK members, irrespective of profession, location or seniority. The only requirements are that:

- mentees have up to 6 years' post-qualification experience in their field, or less than 6 years' experience in a new field;
- mentors have at least 6 years' post-qualification experience in their field; and
- participants commit to meet up (in person or virtually) every 6 to 8 weeks during the 6-month programme period, for at least 20 minutes.

If, after having read these Guidelines, you are interested in applying to participate as a mentee or mentor, we invite you to submit an application form (available on the SCL website). Members who have participated previously are welcome to submit an application in subsequent rounds of the Scheme, however, priority will be given to mentees who have not yet participated in the programme.

Only fully completed applications will be accepted. Applications must be submitted before the closing date as stipulated on the SCL website. Applications received after the closing date will be considered in the following round of the programme.

By submitting an application, the applicant agrees for their application to be reviewed by members of or consultants to the SCL Council to the extent necessary to administer the Mentoring Scheme, and the applicant gives consent for the SCL to share their contact details with their paired mentor or mentee.

Given that the Scheme is dependent on the participation of SCL members, we cannot guarantee that all applicants will be paired in any given round of the programme. Should a mentor or mentee not be paired, they will be added to the next application round unless they notify the SCL of their withdrawal from the process.

Once the pair is decided, the SCL will put the mentor and mentee in contact by email.

### **Matching Process**

Although the SCL will endeavour to match mentors and mentees in light of their respective professional backgrounds and locations, we kindly remind members that the SCL's ability to match applicants will be dependent on who applies to the programme, the number of mentors participating, and where they are located.

Participants are therefore encouraged to take advantage of the opportunity to be mentored and potentially exposed to a new sector of the construction industry.

### **What to Expect**

The programme is intentionally designed to be flexible, and we encourage mentor and mentee pairs to find a level, method and frequency of contact that suits their circumstances.

However, at a minimum, it is expected that the mentor and mentee contact each other to arrange an initial meeting of approximately 20 minutes (whether in person, by telephone, or virtually) to discuss their objectives and plan for future contact. Mentors should be aware that mentees may be apprehensive in approaching them, so we suggest that mentors assume responsibility for making first contact.

Although there is no official minimum requirement for ongoing contact during the 6-month mentorship duration, the SCL recommends that mentors and mentees aim to meet (in person or remotely) every 6-8 weeks at a mutually convenient time.

Whilst we hope that mentors and mentees will regularly and meaningfully participate, it is important to remember that participants are busy professionals who are volunteering their time, and contact will need to be scheduled around, and adjusted subject to, professional commitments.

### **SCL's Expectations**

We ask that participants in the programme behave in an ethical and professional manner at all times, and treat other participants (particularly their mentor or mentee) with respect and courtesy.

Unless otherwise agreed between mentor and mentee, participants are to maintain confidential the contents of discussions with their counterpart.

Please note that no legal advice is to be sought or given during the mentoring programme, and there shall be no attempts to seek or give promotions, instructions or confidential commercial information. Further, participants should not expect any employment opportunities, or ongoing mentoring after the six-month programme period (although participants are of course free to continue their mentorship informally if they both wish to do so).

As for all SCL events and programmes, all mentors and mentees must abide by the SCL D&I policy available on the SCL website, as well as any governing body rules that apply to their respective professions.

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Should you have any questions about these Guidelines or the Application Form, please contact Frances Whitehead by email: [frances.whitehead@scl.org.uk](mailto:frances.whitehead@scl.org.uk).

Thank you again for considering the SCL Mentoring Scheme.