**Definition of peer mentoring** (drafted by peer mentors in Y&H SuppoRTT scheme):

Peer mentoring is a safe non-judgemental space providing time and opportunity to discuss your needs and priorities on returning to work, where you feel valued and heard, with practical support where needed.

Mentoring will be led by the mentee’s agenda and bespoke to their needs.

Mentoring is holistic and recognises that mentees are whole people with full lives, and as such mentee’s can discuss anything relevant to themselves.

The mentor and mentee will agree in advance arrangements for sessions and time/communication boundaries, eg duration and frequency of sessions, best mode of contact.

**Instructions to all peer mentors: please provide a short bio to the SuppoRTT inbox by 8th September if you wish to be included in the Peer Mentor register.**

**Info to include in your bio:**

**NB: think about the info you would like to see if it was you choosing**

* Name, grade, school, trust, gender, pronouns.
* Experience of SuppoRTT, time away from training etc
* Why you chose to become a peer mentor with SuppoRTT.
* Any restrictions on your availability: days & times of week.
* F2F location and/or which virtual platform you would be willing to meet.
* Any interest/hobbies you feel comfortable sharing.
* Your contact details.
* Please include a headshot picture of yourself.

**SuppoRTT peer mentoring process:**

* Peer mentoring process will be advertised by SuppoRTT team on website, via SuppoRTT Champions, and via existing SuppoRTT events and to MEMs, DME’s Heads of Schools and TPDs
* Mentors are ambassadors for the scheme – please use your own networks to disseminate info on what is available.
* Mentors to submit their bio – this signifies willingness to be included in peer mentoring register. SuppoRTT admin team to then upload bios to MentorNet profiles and provide login details to mentors.
* SuppoRTT admin team compile and hold peer mentoring register on MentorNet.
* Mentee signs up to MentorNet, and can search mentor profiles. Mentee requests mentor and mentor can choose to accept or reject the mentees request.
* Mentee approaches mentor via MentorNet – answer expected within 5 working days, if no response is provided with 5 working days, the admin team will reject the request.

**Draft contracting conversation for peer mentoring – points to cover:**

**NB: Use your own language so that this feels comfortable for both of you – these are just suggested words**

**This session is confidential** – I am not involved in your training pathway or anything official like that, and so there is no feedback loop to the deanery. The only caveats to that would be if you tell me something which makes me worry about your safety or the safety of others, then we would have a different conversation about how to support you and meet your needs.

**This session is holistic** – it doesn’t just have to be about your training, you can talk about anything which gets in the way of you and work. This is in recognition of the fact that we are all multifaceted people and work is just one aspect of our lives.

**This is a professional activity –** by that I mean that it is important for both of us to turn up, and to be punctual. If either of us can’t make a session once we’ve put it in our diaries, then can we agree to let the other one know with as much notice as possible. Obviously sometimes illness or unforeseen events get in the way but at least 24 hours’ notice is a usual timeframe (*whatever feels workable*). If you do need to cancel a session, then please let both me and the SuppoRTT inbox know.

**This won’t feel like a ‘normal’ conversation** – by that I mean that I won’t be doing as much talking as you, I will be doing a lot of listening. That’s not because I’m not interested, it’s because I am! I’m really interested in what you have to say and in your experience. Some of my experience may be relevant for you to hear, but much of it may not, and this session is all about you, not me, so what I’d like to do first is hear from you. Then together we can decide what I can add that would be of help to you.

**I generally don’t keep notes for mentoring sessions but if I do it is just as an aide memoire to remind me of the details you share.** If I do keep any notes I will let you know. They will be anonymised and kept according to GDPR rules – i.e., password protected or under lock and key. I shred/dispose of these once our sessions are finished.

**You can have up to 4 sessions of peer mentoring.**  Some people find that 1 or 2 is enough, others want more. Either is fine. The guidance is to take them within 6 months – some people want them at weekly or fortnightly intervals, others want to spread them out – again, either is fine. If at the end of 4 you find you need more peer-mentoring, then we can let the SuppoRTT team know and we can contract for another 4 sessions.

If for whatever reason, you feel we just don’t click, that is fine, it happens sometimes in mentoring and coaching relationships – please let SuppoRTT know and you will be able to choose another peer mentor.

**As a mentor, I subscribe to an ethical framework** – you will have read this when you signed up to the Peer Mentoring Scheme. Let me know if you would like more info – I am happy to talk through this or the SuppoRTT team can resend the Ethical Framework document. The ethical framework states that I have received training and I will receive supervision, that I see this as a professional activity, these are important conversations, your information is confidential and the experience you have as a mentee matters to me.

The following blurb to go on the SuppoRTT website and newsletter and to SuppoRTT Champions. Also disseminate to MEMs, DME’s Heads of Schools and TPDs:

**Would you like to speak to a peer?**

**Many trainees returning to training have told us they would value speaking to a mentor. We now have a SuppoRTT Peer Mentoring Scheme.**

You can have up to 4 sessions with a trained peer mentor if you are currently out of training, or are planning on going out of training and have completed an absence planning form.

Contact SuppoRTT inbox for more information.

Peer mentors are trainees who have undertaken peer mentoring training and are interested in supporting others. Your peer mentoring relationship is confidential and is completely independent from your training pathway.

**What is peer mentoring?**

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Mentoring is holistic and recognises that mentees are whole people with full lives, and as such mentee’s can discuss anything relevant to themselves.

The mentor and mentee will agree in advance arrangements for sessions and time/communication boundaries, eg duration and frequency of sessions, best mode of contact.