



MENTORING PROGRAM HANDBOOK

FINLAND CHAPTER



Aim:

To support the professional and personal development of PMI Finland members, students or young professionals and encourage a community of engaged and skillful project managers, linking business with education and support young professionals.

Program Benefits

Self-discovery and confidence building: Gain insight into your unique qualities and boost self-assurance.

Goal-oriented support: Receive structured assistance from your mentor to help you reach your objectives.

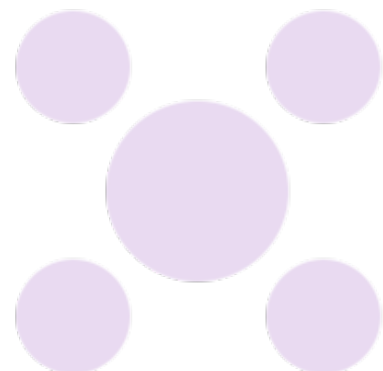
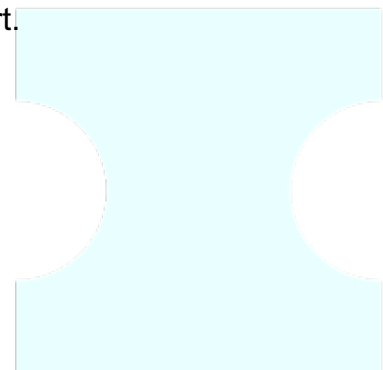
Professional skill development: Acquire the essential skills needed to advance in your career or secure employment.

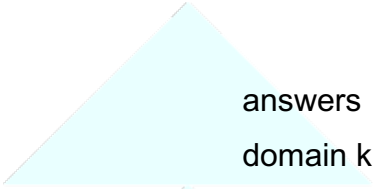
Meaningful connections: Form valuable relationships through mentorship, fostering a sense of inclusion within the professional community.

Establish meaningful connections: Mentoring fosters important relationships, making mentees feel valued within the professional community.

Relevance in remote and hybrid environments: With a larger portion of interactions occurring remotely or in hybrid setups, mentoring becomes increasingly significant.

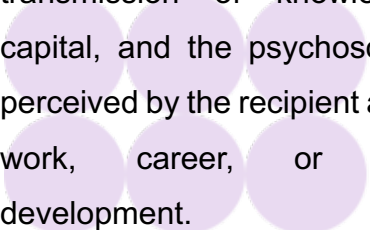
Benefits for younger individuals: Particularly advantageous for those lacking prior professional experience, mentoring provides valuable guidance and support.





answers and the coachee has the domain knowledge.

Mentoring



Mentoring is a process for the informal transmission of knowledge, social capital, and the psychosocial support perceived by the recipient as relevant to work, career, or professional development.

Mentoring entails informal communication, usually face-to-face and during a sustained period of time, between a person who is perceived to have greater relevant knowledge, wisdom, or experience (the mentor) and a person who is perceived to have less.

Mentor is allowed to give guidance and answers and is an expert on specific domain.

Whereas Coaching is about asking, where the coach is not allowed to give

Mentoring Program Roles

Mentor's Role

Any current PMI chapter member

Experienced Project Manager

Willing to share experiences and promote PM

Non-PMPs will be accepted on case by case

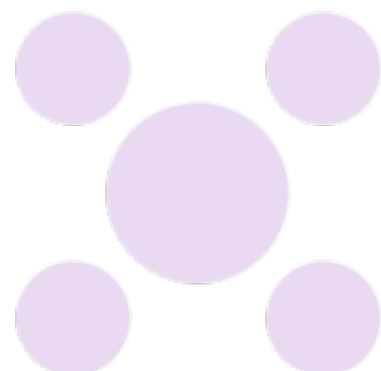
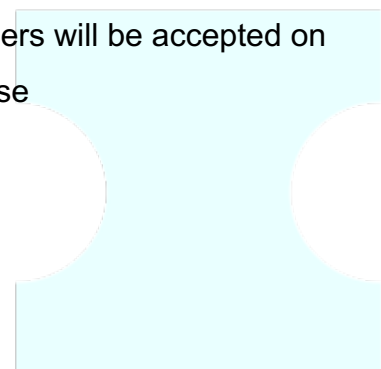
Mentee's Roles

Any current PMI chapter member

Willingness to "collaborate" and learn

Willingness to be instructed in PM practices

Non-members will be accepted on case by case



Mentoring Guidelines

Mentoring is a Mentee led process, where the Mentee takes ownership of the agenda and cadence and frequency.

That said, the Mentoring program will follow the following guidelines but not limited to:

Devote a reasonable amount of effort to being available and receptive to one another.

Take part in the minimum number of meetings required by the Mentoring Program

Mentors are responsible for ensuring that any pointers and/or suggestions given as part of the Mentoring Program are, to the best of their knowledge, appropriate and morally and ethically acceptable.

Mentors make no decisions on behalf of mentees. PMI Finland and mentors are in no way liable for any decisions whatsoever made by mentees.

Information exchanged as part of the Mentoring Program is confidential and must not be disclosed to a third party.

Mentoring Process Guardrails

Although, Mentoring is a Mentee led process, below are some preliminary advice for the mentoring process and guardrails.

In the first mentoring sessions the mentee should first define their values and beliefs. The mentoring goals should be within the bounds of these definitions.

Goals are a starting point, but these can change and will change during the mentoring process, but the goals should guide the mentoring process.

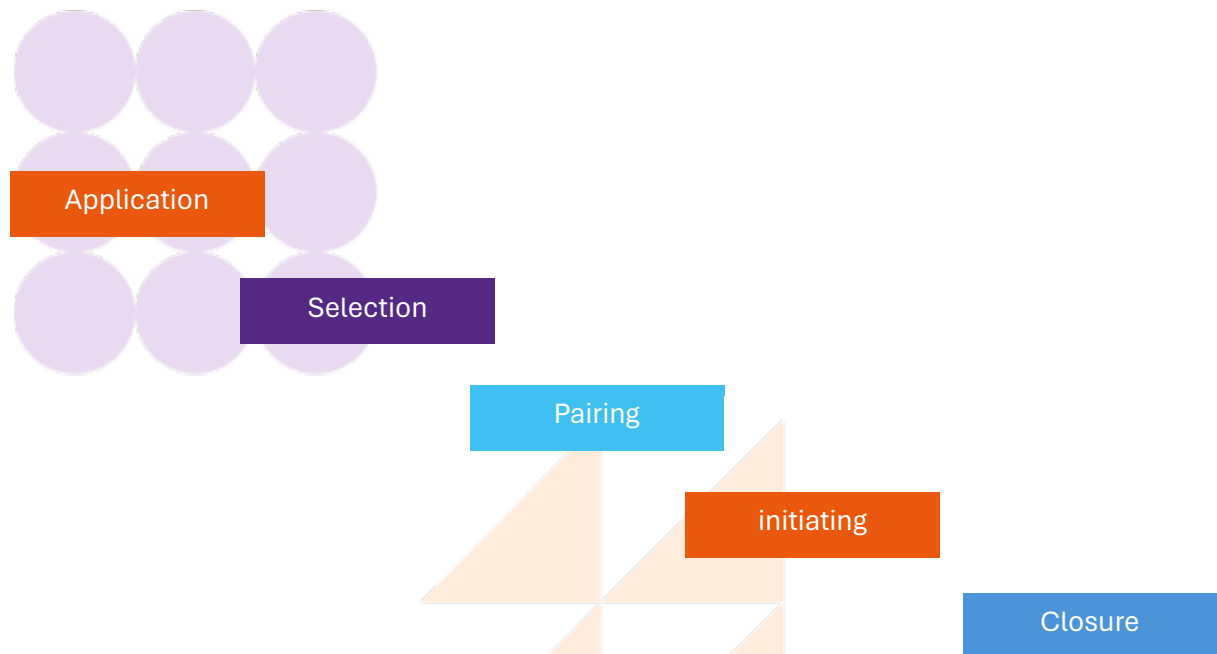
Goals should be in present tense: I am and not just I want to be...

Mentoring is done virtually (helps with active listening, silences, pauses and avoids interruptions, no distractions, easier to keep on time)

The Mentoring program will include evaluation.

Mentoring Process

This programme follows structured guidelines and objectives to create an organised framework for mentorship relationships, and it is run on a volunteer basis. The common structure is outlined below:



Application: Apply online for the program.

Selection: There is a selection after applications are received.

Pairing: Identifying suitable mentor/mentee pairings based on factors such as studies, professions, interests, expectations, and availability.

Initiating: The mentorship program typically entails a minimum of six to seven working sessions or meetings, conducted via email, etc., and ideally in person if feasible.

Closure: The mentorship program concludes with a dedicated closure session.

We invite you to be a part of this transformative experience and join us in shaping the future of the next generation of leaders in project management. If you need more information before deciding, please drop a line to our mentoring program volunteers Elnaz.dehghani@pmi-fi.org

