

Making Mentoring Easy

Steps to take when planning your mentoring programme

D.A.N.C.E.

1

ATTRACT

Define the criteria and process to attract and select mentors and mentees.

3

CONNECT

How does the matching process work? What technology will the participants use? Face to face or virtual sessions..

5

DESIGN

How will the programme be offered, manual or automated process? Who will manage it? What technology will you use? Define the delivery, implementation and evaluation processes.

2

NETWORK

How will the mentors and mentees be supported? Resources, training, community etc.

4

EVALUATE

How will the objectives be measured? How will feedback be collected and analysed? What form of reporting is required? What do success indicators look like?