

# Making Mentoring Easy

*Steps to take before launching your mentoring programme*

*S.P.A.C.E.*

**1**

## **PROPOSAL**

Prepare a proposal and define what good looks like to get stakeholder buy-in.

## **STRATEGY**

Set out the approach. Look at the what, why, how, when, who and secure a programme sponsor.

**2**

## **ALIGNMENT**

Align objectives of the programme to overall organisational strategy and people development goals.

**3**

## **COMMITMENT**

Get commitment from stakeholders in terms of budget, resources, programme team, implementation and delivery support.

**4**

## **ENGAGEMENT**

Set out programme communication strategy to engage participations.

**5**