

DZL Academy Mentoring Programme – “Careers in Respiratory Medicine” Guideline for Mentees

1. Why become a mentee? Being a mentee offers you a unique opportunity of personal career development in lung research. The programme will provide you with a framework and techniques to reflect about your aims, desires and personal resources to help with decision making for your career choices. Moreover, it provides you with an opportunity to extend your professional and personal contacts and to develop skills for professional networking. Senior and experienced mentors will support you in achieving your particular career goals and a work-life balance that meets your expectations.

2. How to select a mentor?

Crucial for successful mentoring is the selection of an appropriate mentor. Identifying the best mentor for your own needs will be the first task of the mentoring program. Mentoring relationships function best outside of hierarchies, competitive relations, or daily business. The mentor/mentee relationship is based on a confidential, open and trusting atmosphere. The mentee-mentor tandem works together on solutions and exchanges ideas. In a first workshop you will be introduced to the mentoring concept. Afterwards you will have the opportunity to choose a mentor from our mentor pool or to request further support from the DZL Academy Board to find an appropriate mentor in-or outside the DZL faculty. Once you have chosen a mentor that matches your needs and goals in your personal career planning, the DZL Academy Board will support you in contacting the mentor and initializing the mentor/mentee relationship.

3. What are the mentees' tasks?

To derive the most benefit from the mentoring programme, you are committed to the program. As the mentee you are expected to drive the relationship forward. This means establishing and maintaining contact with your mentor, being proactive about setting up meetings. You decide which issues you would like to work on with your mentor and outline your professional and personal goals. Mentees and mentors should communicate either in person, via email, or by phone regularly. As the mentee you are asked to summarise mentoring sessions and set-up agreed next steps and meetings. Both mentor and mentee are asked to cancel meetings on time, if they cannot keep an appointment. Mentees and mentors may accompany each other to network meetings (“shadowing”). You attend all workshops, mentoring sessions and meet with your peer group within the mentoring program. As a mentee you are open to feedback, constructive criticism, and you take on responsibility for your own personal and professional development.

The duration of the DZL Academy organized program depends on the personal portfolio of each mentee, but should not last longer than 15 months. However, the mentor-mentee relationship may well continue as a life-long relationship.