

**KINESIOLOGY SCHOOLS AUSTRALIA:
UNIT:**

**RECOGNITION OF PRIOR LEARNING ASSESSMENT FORM
MEN201 MENTORING**

ELEMENT	PERFORMANCE CRITERIA	PROOF	Y / N
1.1 Establish a relationship with mentoree	1.2 Use effective communication styles to develop trust, confidence and rapport		
	1.3 Make agreements on how the mentoring relationship will be conducted including: a. The amount of time involved for both parties b. Confidentiality of information c. Scope of issues to be covered		
	1.4 Discuss and clarify expectations and goals with mentoree		
2. Offer mentoring support	2.1 Assist the mentoree to identify and evaluate options to achieve agreed goals		
	2.2 Share personal experiences and knowledge with the mentoree to assist in progress towards agreed goals		
	2.3 Encourage the mentoree to make decisions and take responsibility for the courses of action or solutions under consideration.		
	2.4 Provide supportive advice and assistance in a manner which allows the mentoree's to retain responsibility for achievement of their own goals		
	2.5 Recognise and openly discuss changes in the mentoring relationship		
	2.6 Make adjustments to the relationship to take account of the needs of both mentor and mentoree		

RANGE STATEMENT

*Mentors and mentorees
may work within the same
or different organisations.*

- The mentoring process may apply to any area of organisational or professional endeavour.
- Expectation and goals for mentoring may include:
 - Acquisition of specific skills
 - Progress with overall development
 - Individual professional and personal development

*Changes in the mentoring
relationship may include:*

- Inability of one party to continue participation
- Identification of a need for assistance from others with different skills
- Achievement of goals and decision to conclude the relationship
- Changes in the dynamic of the relationship