

Volunteering role	Professional Development Mentor
<p>Role synopsis and primary focus</p>	<p>As a Mentor you'll guide and encourage a candidate's professional development and the development of competences for professional registration.</p> <p>As a role model for professionalism, excellence and professional registration you'll inspire, attract and develop the next generation of engineers, and enhance public trust in the engineering and technology profession.</p> <p>You'll do this by providing one to one support to potential applicants to help them develop their knowledge, skills and confidence and help them to achieve professional registration as part of their wider career goals.</p>
<p>Person requirements</p>	<ul style="list-style-type: none"> • A member of the IET • Professionally registered with the Engineering Council as an EngTech, ICTTech, IEng or CEng
<p>What you can gain from this role</p>	<p>This role will help you to build your relationship management and communication skills, raise your awareness of professional registration and provide an opportunity for you to widen your own professional network.</p> <p>Mentoring can also help you to develop leadership, management and interpersonal skills.</p>
<p>Main duties and responsibilities</p>	<ul style="list-style-type: none"> ▪ Volunteering time to take a personal interest in others ▪ Active listening ▪ Questioning and finding out what is important to others, by exploring their skills, aptitudes and aspirations ▪ Challenging assumptions and acting as a soundboard ▪ Recognising when the mentee should be identifying a need for other sources of help (such as from the IET's professional registration advisors or IET Foothold) ▪ Guiding candidate in identifying opportunities and making choices that enable acquisition of competencies required for registration, where this is the desired goal
<p>How this role supports our vision and mission</p>	<p>Inspires practitioners and contributes directly to Engineering Excellence through the promotion and support of its goal to increase the professionally registered membership. It ensures we develop people through skills, learning and networking to support the wider engineering and technology profession.</p>
<p>Period of appointment</p>	<p>The period of appointment is at the discretion of the staff member running the mentoring service.</p>
<p>Time Commitment</p>	<ul style="list-style-type: none"> • Approximately 5 days per year, dependent upon number of pairings undertaken • You'll work with your mentees as and when they contact you – with regular (monthly or quarterly) meetings as they work towards registration

Appointment method	The appointment of Mentors involves the completion of an application form which is available from the IET website . Our staff will then activate the appointment process.
Induction	<p>Upon engagement you will be provided with:</p> <ul style="list-style-type: none"> • Mentor training and handbook • Volunteers' Handbook • Access to IET EngX® online volunteering community • All IET Volunteers are required to read/sign our Volunteer Code of Conduct and a set of legislation-related policies, and complete a Safeguarding training module. This mandatory activity is undertaken through a web-based e-learning system. • Other volunteer policies and guidance are provided on IET EngX®
Training	<p>Training is provided to all Mentors volunteering through the mentoring service, including role specific training on Career Manager usage.</p> <p>Mentors are required to complete training on a three yearly cycle to ensure they maintain their knowledge and skills.</p>
Point of contact	The regular contact for this role will be the Mentoring Administrator. Queries can be directed to: mentoring@theiet.org

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