

Mentoring & Coaching in Rotary

The Goal:

Improve club membership and club experience while also growing future club leaders.

By having an effective mentorship program, new members of your club will be retained, be engaged, and stay active within your club. By having an active coaching program, your club will be able to identify and prepare members to fill current and future leadership positions.

Mentoring helps a person make significant and lasting progress in their organizational development by exploring their skills, motivation, and goals.

Coaching helps someone perform better in a leadership position by improving a specific skill or attaining a particular goal.

Mentor Responsibilities

- Help their mentee identify and clarify their goals
- Meet regularly
- Maintain a professional relationship
- Challenge and motivate the other person
- Offer constructive feedback but open to new ideas
- Engage in open communication and sharing examples
- Share resources and experiences relevant to the mentee's goals
- Introduce to contacts who can offer more guidance
- Maintain confidentiality

Mentors can follow the outline laid out by the Rotary Mentoring Workbook.

- As a mentor I will:
 - Help you identify & clarify your goals & develop an action plan to reach them.
 - Meet with you regularly.
 - Maintain a professional relationship.
 - Keep confidential the information that you share.
 - Challenge & motivate you.
 - Offer you constructive feedback but be open to new ideas.
 - Share resources & relevant professional experiences and skills that can help you reach your goals.
 - Introduce you to people who can offer additional guidance.
 - We'll both feel free to speak openly, share opinions, & voice concerns.
 - We'll meet for one hour at least once monthly for the duration of the program, which is at least six months.
 - We've agreed that Rotary club membership is not a requirement of the mentoring relationship.
 - Either one of us may end the mentoring relationship if it's no longer serving its purpose.

Coaching Responsibilities

- Create a tailored development plan
- Provide constructive feedback
- Monitor individual's performance
- Help guide your journey

Coaches can follow The Center for Creative Leadership's 4 Core Skill model

1. Listen to Understand.

- Listening starts with paying close attention, repeating back concepts to build understanding, and summarizing what you hear. But listening to understand goes *beyond* these [active listening techniques for coaching others](#).
- Listening to truly understand someone starts with recognizing that **multiple levels of information are conveyed in a conversation: facts, emotions, and values.**

2. Ask Powerful Questions.

- This is really the ability to ask courageous questions, moving the conversation forward, and provoking new insights, rather than just providing them for the other person. Making non-directive inquiries that draw out more information and stretch the other person's thinking is a learned skill that must be practiced.

3. Challenge and Support.

- We all need our thinking challenged at times. Challenge can stress-test ideas, yield productive dialogue, and uncover unexamined assumptions. It can lead to stronger, shared understanding.
- Ultimately, [coaching people is about getting them to try something different](#) from what they have done before, or creating a significant shift in perspective. It's about uncovering answers through inquiry, openness, and exploration, and there usually aren't quick fixes.

4. Establish Next Steps and Accountability.

- Having an effective conversation is only one aspect of successful coaching. The real work happens later when insights are applied and new behaviors are tried. The skill of creating accountability lies in creating clear, specific, and meaningful actions.
- Connect conversations to action by establishing next steps (*"So, I'll send you an email by Friday, letting you know how it went"*).

There is a lot of good information available out on the internet about Mentoring and Coaching. Some of it Rotary specific. Below are a few sources. Use them to help create your own club programs.

MENTORING BASICS & MENTORING WORKBOOK (From MyRotary Course Catalog)

<https://learn.rotary.org/members/share/asset/view/590>

HOW TO COACH PEOPLE

<https://www.ccl.org/articles/leading-effectively-articles/what-it-takes-to-coach-your-people/>

MENTORING NEW MEMBERS IN ROTARY

<https://www.dacdb.com/Rotary/Accounts/5060/Downloads/227/website%20PDFs/MENTORING-NEW-MEMBERS-IN-ROTARY-INTRODUCTION-2022.pdf>

INTRODUCING NEW MEMBERS TO ROTARY

https://clubrunner.blob.core.windows.net/00000050157/en-ca/files/sitepage/membership-resources/introducing-new-members-to-rotary/414_introducing_new_members_to_rotary_en.pdf

NEW MEMBER ENGAGEMENT PROGRAM AND MENTORING MANUAL

<https://portal.clubrunner.ca/9198/documents/en-ca/5fdda538-405b-47c6-965d-d9f36078ef14/1>