



**WOMEN+ IN  
CONCENTRATED  
SOLAR**



**“Creating Connections”**

**Mentoring Program**

**December 2023**

[women.solarpaces.org](https://women.solarpaces.org)

# Our team



**WOMEN+ IN  
CONCENTRATED  
SOLAR**



Alina Gilmanova, FR/CN



Marina Casanova, ES



Audrey Soum-Glaude, FR



Rebecca Mitchell, US



Sabrina Hasni, NL



Esther Rojas, ES



Meriem Chaanaoui, MA



**You can join us!**

# Why we do that?

## **We want to:**

- **Help you, whether you are a mentor or a mentee, to grow professionally and learn from each other.**
- **Provide you support, training, and resources to help all participants become better mentors and mentees.**



# What is mentorship?



**WOMEN+ IN  
CONCENTRATED  
SOLAR**



Mentoring is learning from others who have had the experience that they are willing to share with you.

Opportunity to connect at a personal level!

# How does it work?



- **Four-month program runs from January 2024 through April 2024**
- **Connections meet once a month for one hour (minimum, can do more at mutual discretion)**
- **April 2024: all participants will be asked to participate in an exit survey**





**MENTOR**

# Mentor Roles and Responsibilities

Mentors are trusted guides who support their mentee's potential by assisting and advising on tools, resources, empowerment, and opportunities

## Responsibilities include:

- **Establish and maintain trust with mentees**
- **Listen and assist mentees in better understanding their environment, goal setting, and developing action plans**
- **Ensure that you have enough time to foster this relationship**
- **Minimum 1 hour/month for 4 months**
- **We are all different, with different needs. Create a personal approach.**



**WOMEN+ IN  
CONCENTRATED  
SOLAR**



# Mentee Roles and Responsibilities

Mentees are individuals seeking guidance and support in their personal and professional development regardless of the stage of their career.

## Responsibilities include:

- **Maintain the relationship by managing logistics and following through with agreed upon next steps.**
- **Come prepared with a general agenda/discussion topics.**
- **Identify needs and goals, carefully consider mentor's feedback taking appropriate action.**
- **Be coachable and ask for clarification when needed.**



**WOMEN+ IN  
CONCENTRATED  
SOLAR**

# Reverse Mentoring

- Anyone can be either a mentor or a mentee (or both)!
- An opportunity to learn from each other including:
  - Communication styles and perspectives across generations
  - Many topics are not age-specific
- Participants enter a "professional relationship," and they exchange skills, knowledge, and understanding
- Each person can address their weaknesses with the help of the other's strengths
- What do you need at this point in your career? What challenges are you currently facing where you are seeking support?
- What do you need in the near future? For example, how can this program help you with promoting yourself via your performance evaluation?



# Example of mentoring Focus Area

## Professional Development

- Career Goals
- Building Skillsets
- Visibility & promoting your accomplishments
- Promotions & salary negotiations

## Leading Teams

- Leading teams, the life of a manager, being a good manager
- Conflict management

## Personal Development

## Communication

etc.



**WOMEN<sup>+</sup> IN  
CONCENTRATED  
SOLAR**

# Example Agenda Items

- **Ideas for your first meeting:**
  - **Introductions (do a background research)**
  - **Establish ground rules**
  - **Discuss goals and what both parties are hoping to gain from this experience**
  
- **Discussion ideas for your follow-on meetings:**
  - **CV/resume building**
  - **Elevator pitch practice**
  - **How/where to network**
  - **Effective ways to interact with difficult colleagues/conflict resolution**
  - **Time management & project management**
  - **Emotional intelligence**
  - **Career goals & goal setting**
  - **Work-life balance**

# Prepare questions!

## Examples:

### 1. Navigating Career Development:

- What do you wish you knew before you took your first management role?
- What was a pivotal step you took that propelled you into a management role?

### 2. Industry Trends and Innovations

### 3. Building Professional Networks:

### 4. Situational Questions :

- My manager is constantly giving me surface level feedback, it is never constructive. How can I solicit more constructive, meaningful feedback from them?



# Some basic ground rules...



**Set aside one hour with no distractions to allow full engagement – be present**



**Turn on camera to create a more personal connection**



**Encourage a transparent and open conversation by ensuring confidentiality on both sides**



**Create a safe space to share experiences, stories, and feelings**

Actively listen to each other's perspective

No judgement or negative criticism; support each other

Share the time equally



**Mentee should set a goal or topics for the meeting and communicate that to the mentor beforehand**



**Choose a day and time that works for both people**

Mentees setup the meetings using Outlook calendar

Mentors and mentees: please update your Outlook calendar

# Resources

- **Nature's guide for mentors: Fundamentals of how to be a good mentor - with examples & quotes from successful relationships**
  - <https://www.nature.com/articles/447791a>
- **Cal State U's overview of mentoring and resources**
  - <http://teachingcommons.cdl.edu/cdip/facultyservice/Mentoringskillsandstrategies.html>
- **Getting Started: Some icebreaker questions**
  - <http://www.beleaderly.com/25-questions-to-ask-a-mentor/>
- **Want more? Argonne has a mentoring blog:**
  - <http://blogs.anl.gov/mentoring/>

# What's next?

## Next steps:

- You have received an email where mentors and mentees will be connected
- (Mentees) Think and explain to your mentors what are your main goals for the mentorship program
- (Mentors) Prepare some questions that can help you understand better the needs of the mentees

**AND... SCHEDULE YOUR FIRST ONLINE MEETING!!**





**WOMEN+ IN  
CONCENTRATED  
SOLAR**

Don't hesitate to contact us if you have any  
doubts or requirements:  
[cspwomen@gmail.com](mailto:cspwomen@gmail.com)

