



## **ANZIBA Mentoring Initiative - Launch Year 2017-2018**

**Would you like to be mentored or are willing to be a mentor? You may wish to consider joining the ANZIBA mentoring program! We will do our best to match you to an available mentor or mentee.**

### **Vision**

ANZIBA recognizes the importance of mentoring for effective career development and professional integration. We are now launching a mentoring process to offer one-on-one mentoring, linking junior faculty or doctoral students with senior faculty or administrators. This is to support your activities, and networks specialized in international business studies education, research, and administration.

### **How does this work?**

The ANZIBA Mentor Initiative aims to connect junior scholars seeking advice, support, and guidance with volunteer mentors in the international business discipline. A mentor is typically an experienced and trusted adviser who volunteers their time to help juniors find their own way whilst sharing personal opinion and own experience, without being a supervisor.

### **Opportunity & Commitment of volunteer mentors and mentees**

As a **mentor**, you agree to make time to communicate with your mentee as agreed during the first meeting or call (see below), and to make every attempt to mentor as suitable: Responsibly and respectfully, helping the mentee learn about and from part of your experience. We recommend that mentors and mentees clarify expectations and communication styles and frequency early and document, possibly signing them as a mentoring agreement – but this remains in your own hands to decide. Thank you for your contribution!

As a **mentee**, you agree to contact your mentor within a week of being matched. Together with your mentor, you will design next steps and the preferred communication style for this relationship (frequency, medium, content, etc.), and align expectations. Responsibly and respectfully, you will keep communication channels open, be pro-active yet respect mentor privacy, and propose to draft a concise agenda of discussion topics for the meetings as suitable and agreed with your mentor.

### **What's next if you are interested?**

**As a mentor and mentee**, you will be asked to provide contact information and a short bio, along with the type of mentoring you are willing to provide or receive.

Please see on the following pages how to join by filling in the appropriate document, and send to [radhika.chugh@unimelb.edu.au](mailto:radhika.chugh@unimelb.edu.au).

### **Important**

*Match:* Then ANZIBA will match you who best reflects of your choice. We will do so at the best of our abilities and on basis of the information provided, but we take no

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responsibility for the match or the outcomes. You are free to accept the mentor/mentee or not, but commit to communicating this to the respective party in timely and respectful fashion. Mentors are unpaid volunteers; no commercial relations are created at any stage. We may only match a limited number of pairs during the launch year & do not guarantee a mentor or mentee this year.

*Mentors:* We will provide your contact information to the potential mentee, so she/he can contact you directly.

*Time period:* This is a one-year commitment. If this relationship is not adequately maintained to the satisfaction of either party or any issues arise, it may be ended unilaterally with due respectful notice.

*Disclaimer:* This is a completely volunteer-run program. ANZIBA takes no responsibility and carries no liability; it has no engagement or part to play as to the delivery of outcomes.

*Patience:* Also, please be patient if it takes some time to find you a mentor/mentee match. We do not guarantee a mentor or mentee to each person given there might be a mismatch of numbers from the two sides.

If you have questions, please contact the founder of this initiative and ANZIBA Committee's VP Membership, Prof. Gabriele Suder, [g.suder@mbs.edu](mailto:g.suder@mbs.edu).

We sincerely hope that mentors and mentees develop a fruitful relationship,

The ANZIBA Executive Committee

### **Engagement Rules**

*Your engagement as follows, agreed by you automatically and immediately if applying to this program:*

*I will*

- 1. Maintain confidentiality and respect the other's privacy*
- 2 Be non-judgmental and supportive, and show mutual respect*
- 3 Keep to scheduled meeting times, or give adequate notice of changes*
- 4 Behave ethically and safely at all times, and advise the other party of any problems*
- 5 Maintain the relationship for the duration of the year, if possible, keep in touch, keep communication channels open and honest and stay committed to the process, OR*
- 6 Conclude the relationship on a no -fault basis if appropriate.*

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