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## **Briefing for mentors of ePioneers**

The role of the mentor within a project can vary from motivator and facilitator to advisor on pedagogic or implementation issues. Your role depends on what you're comfortable with, as well as on the scope of the project, the expertise required and the e-learning experience and confidence of the mentee. This guide offers suggestions for approaches to take based on our experience within the School of Education.

### **Mentoring a colleague new to e-learning:**

- Encourages the sharing of skills amongst colleagues
- Gives a sense of purpose for the e-learning idea
- Enables you (as a mentor) to articulate ideas that help in your own practice
- Ultimately aims to raise the technological profile and abilities of the mentee
- Enables you to be, for example, a sounding board/critical friend/working partner/provider of technical and/or pedagogical expertise

### **Challenges**

- To meet regularly with your mentee(s)
- To have the time to be both reflective and proactive with projects as they develop
- To help to set and keep to the project timeline
- To maintain a focus on the project as other demands and priorities crop up
- To develop and maintain a relationship whilst supporting the mentee towards independence

### **Practicalities**

1. Identify e-learning champion(s) (e.g. e-learning enthusiast, School Manager, academic leader of learning and teaching) to have overall oversight of your e-learning goals for your team.
2. Your first meeting should be used to:
  - discuss the feasibility of the project
  - set initial goals and outcomes
  - produce a draft time line for the completion of the project
3. Suggest monthly update meetings. Note: Get dates in your diaries ASAP. This will help to ensure project continuity and progress especially with wider workload issues.
4. If possible, plan informal (lunchtime) meetings with other mentors/mentees to provide the opportunity for all to share experiences and develop as a community.