

# CROSS COMPANY MENTORING

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2020 program



# What Is The Career Women's Forum?

## History

**Founded in 1982**, Geneva  
– the Career Women's Forum (CWF) is a non-profit, non-bilingual association

## Mission

- Establishing a forum of meetings and exchanges among professional women
- Creating a pool of contacts and resources aimed at **sharing knowledge, ideas and experiences** for effective career development
- Promoting access paths to high-level qualifications and responsibilities
- Collaborating with both public and private sectors for the **promotion and recognition of women's** importance and achievements in the workplace

## Members

- Composed of more than **300 members** of more than 30 different nationalities.

[www.cwf.ch](http://www.cwf.ch)

# CWF offering

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**Approximately 35 events per year, across our six offering**



## Networking

Seeking new contacts? New customers?  
Start growing your network today!



## Skill Building

Learn new skills? Expand your knowledge? Need tools for work-life balance?



## Meet role models

Meet and learn from outstanding top executives!



## Mentoring

Foster development and growth through our mentoring programs!



## WOB Women on Boards

Ready for the board?  
Join the WOB program: an exchange and learning platform to promote access to boards. The program is open to women and men



## Conferences

Engage and share! Conferences and events on various topics of public interest.

# Mentoring

## Matching high-potential women with senior executive mentors

Mentoring is one of the **most efficient** activities for the individual's **personal and professional growth**.

A **privileged relationship** develops between the **Mentee and Mentor**, usually a person with broad experience in an area the Mentee would like to develop in. The Mentor brings a **new perspective** to the Mentee and provides her with a base to her reflections, to reach her specific development goals.

## Development goals

The Mentee aspires to the same kind of **professional role** as the Mentor  
The Mentee would like to **expand specific skills** for her career advancement: self-confidence, financial mastery, leadership, etc.  
The Mentee would like to **expand her network** in a specific area the Mentor is well introduced in



# Mentoring Value Proposition

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## Why be a Mentor?

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- Helping Women to advance
- Expanding your leadership skills:  
shifting focus on the success of others
- Building a new and diverse network of relationships
- Transferring your skills in a different context
- Increasing Personal growth as a leader
- Leaving a legacy

## Why be a Mentee?

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- Gaining a long term view on you career
- Getting unbiased and valuable guidance
- Getting access to a discussion partner in a safe and trusted environment
- Meeting someone who you can respect and admire

# CWF Mentoring offer

	Individual Mentoring Program	Cross-Company Mentoring Program
Available to	CWF Members	CWF Corporate Sponsors
Mentor	CWF member	Senior leader from another Corporate Sponsor (man or woman)
Mentee	CWF member	Women from the Corporate Sponsor
Duration	9 months	9 months
Timeline	April-December	April-December Meet 6 times
Deadline to register	March 1	March 1
Link to submit applications	<a href="#">Individual Member form</a>	<a href="#">Cross Company Mentoring Program Form</a>

# CWF Cross Company Mentoring Program

## Highly *successful program* among the Corporate Sponsors

### Background

IBM supported CWF in the creation of a unique Cross Company Mentoring program

- Mentees: CWF female talents from the CWF Corporate Sponsors Companies
- Mentors: senior leaders from the Corporate Sponsors Companies

Program **launched in 2009**

- 15-20 mentee-mentor pairs formed each year
- 5-8 companies participated each year



# CWF Cross Company Mentoring Process

- Each Company identifies **2 -5 Mentors and Mentees candidates** (balanced)
- Each Mentee and Mentor fills in a Profile form with professional and personal information
  - Focal point to direct Mentees and Mentors to [Cross Mentoring form](#) on CWF website
  - **If Mentors or Mentees are not CWF members, they will need to register on the website**
  - Mentors and Mentees are strongly encouraged to attend the **Mentoring workshop** on **Feb 28th**
- Pairings
  - lead by Cross Mentoring project manager in collaboration with **CWF Member Companies Focal points** and/or **HR director**
  - take into consideration the mentees' **development needs** and the mentors' **strengths**, making the “best fine tuning connection” between a mentor from a company and a mentee from another company
- Communicate pairing to Mentees and Mentors
- Mentorship starts (6 meetings over 9 months program)



# 2020 Program Timeline

Jan 2020



## 2020 Program Kick Off

Email to CWF Focal Point about opening new program  
Mentor and Mentees can register on CWF website

## Deadline for Participants

Deadline for Mentors and Mentees to provide their profiles via [CWF Cross Company mentoring form](#)



1 Mar 2020

19 Mar  
2020



## Pairing Meeting

CWF focal points and their HR Directors participate to the pairing exercise to identify best match for our mentor and mentees.

8:30-10:30 AM- Versoix

# 2020 Program Timeline

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## Start Mentoring partnership

Each Mentee can start the engagement with their Mentor.

Meet at least **6 times** over the 9 months period



**April** 2020

## Close Program

Program Evaluation & Closing



**Dec** 2020

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Building a mentor relationship is like building a friendship — it develops over time like a good friendship and both people must equally invest in the relationship. Because believe it or not, **both are learning from it.**

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**SIMON SINEK**

MOTIVATIONAL SPEAKER -  
ORGANISATIONAL CONSULTANT - AUTHOR

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# Additional Information

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Mentoring

# Basic Principles of a Mentoring program

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## *A mentee driven process*

### **Setting Clear Objectives**

- Mentors and Mentees should agree on specific priorities to work on
- Clear Goals allow the mentor to give concrete guidance

### **Scheduling quality time**

- Face to face meeting ideally, at least once a month
- Being respectful of each other's time schedule

### **Confidentiality**

- The mentoring relationship must create a safe zone where both mentors and mentees feel free to address difficult issues

### **Mutual Respect**

- Both the mentor and the mentee value each other's qualities and contributions

### **Taking Responsibility**

- Both mentor and mentee are accountable toward each other during this program.
- A mentor should give her time and attention to the mentee during the meetings and focus as objectively as possible on the agreed-upon objectives with the mentee
- The mentee must take responsibility on her learning: setting up the appointments, following up on advice, reporting her progress

# Mentoring Behaviors

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## *DOs*

### **Mentees**

- Set clear on objectives and expectations
- Always be well prepared /send in advance the agenda points you want to discuss
- Organize meetings
- Be open minded and listen actively
- Take suggestions into account
- Ask for feedback

### **Mentors**

- Be available and take time
- Listen actively
- Facilitate access to information and own network
- Challenge and help develop own thinking
- Give constructive feedback

## *DON'Ts*

### **Mentees**

- Being defensive
- Expecting too much
- Asking for advice on everything
- Waiting for your mentor to act in your place
- Considering your mentor as an address book, a headhunter or guarantee for a new job

### **Mentors**

- Expecting to be the perfect mentor
- Taking responsibility for your mentee's development plan
- Judging
- Allowing your mentee to become dependent from the relationship
- Shielding your mentee from learning the lesson

# Additional resources

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[Building the mentoring relationship](#)

[4 conseils avant de débiter une relation de mentorat](#)

[La questiologie ou l'art de poser les bonnes questions](#)

[Devenir un mentor inspirant](#)

[Differences between Mentoring and coaching](#)

[Mentoring skits on how to DO mentoring and how not to](#)

[Funny Mentoring Video - How Bad Can a Mentoring Session Go?!](#)

[The power of mentoring - Lori Hunt at TEDx CCS](#)

[John Spence : How to be a great mentor / mentee](#)

[Mentor Training: 1-on-1 Mentee Meeting Tips](#)

# 2018 Cross Company Mentoring Program

Corporate Sponsors

9

7 June 2018: Kick-Off



17 men  
33 women

30 April 2018: Pairing

14 people at  
the Pairing  
Meeting

50  
participants

7 June 2018: Kick-Off



Year

2018



24 January 2019: Closing

25 mentors +  
25 mentees =  
25 pairs



Highest participation ever!



# 2019 Cross Company Mentoring Program

Corporate  
Sponsors  
13

28 Feb 2019: High Impact  
Mentoring WorkShop



17 men  
33 women

21 March 2019: Pairing

18 people at  
the Pairing  
Meeting

62  
participants

21 March 2019: Pairing



Year  
2019



Duration: April to  
December

31 mentors +  
31 mentees =  
31 pairs



Highest participation ever!



Thank You