



AN INDUSTRY-WIDE PROGRAM FOR RECRUITERS

PEARL MENTORING

PROFESSIONAL EMERGING ASPIRING RECRUITMENT LEADER

Leading
Well

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THE WORLD
OF WORK

The Professional, Emerging & Aspiring Recruitment Leader (PEARL) Mentoring Program helps people in leadership roles and those aspiring to move into a leader role to build the essential skills required to manage the current and future challenges of teams within the Recruitment and Staffing industry. PEARL aims to develop the capacity of the sector and nurture our next generation of leaders by encouraging the sharing of leadership knowledge between new and experienced leaders.

Whether you serve as a Mentor or engage as a Mentee, mentoring provides a myriad of benefits. For Mentors they contribute to the well-being of the industry by passing on their knowledge and experience to others through reflection of their own practices and for the Mentee the experience can lead to greater career success through the exposure to new concepts, interests and opportunities for challenge.

Mentors and Mentees are matched together based on their goals, objectives and professional background, who then meet on a monthly basis over the course of a year to discuss & plan how to actualise these goals.

HOW WE MATCH MENTORS & MENTEES

To achieve a high standard Mentoring relationship, the process of matching Mentors to Mentees is aligning similar interests based on the information provided in the applicant's questionnaire. Initial matches are formalised by RDSA Learning & Development and then these suggested matches are then reviewed by a committee of RDSA PEARL Ambassadors who each have been involved as a participant and or hold previous experience in the mentoring program.

COST TO PARTICIPATE

Mentees will be charged a \$330 + GST participation fee. This amount charged will cover the annual administrative costs of the program.

Mentors although the program is mutually beneficial, mentors will not be charged given the knowledge and expertise they bring to the program.

Updated 2 September 2021

Where a match is deemed unsuitable by a mentor/mentee on the grounds of a conflict of interest the registration fee (Mentee) will be refunded on the following conditions:

- a) The conflict of interest is deemed genuine by the RCSA
- b) The conflict of interest flagged before 1 February 2022
- c) Refunds will not be provided after February 2022

PROGRAM STRUCTURE

Program to run from 1 November 2021 – 31 October 2022

1. Scheduled through the program are three facilitated coaching sessions hosted by Leading Well
2. The facilitated sessions are mandatory for all Mentee's and for new Mentors joining the program
3. At minimum pairs are to connect or meet at least once a month
4. Continual ongoing support provided by RCSA Learning & Development and Leading Well

BENEFITS – INDIVIDUALS

- Both Mentors and Mentees will enhance/build leadership capability both through the formal on-line training & communication(s) and practical mentoring sessions.
- Fast track learning and development in a personalised, practical setting – gaining from the mentor's expertise
- Build trust and stronger personal connections
- Receive constructive feedback in key areas, such as communication, interpersonal relationships, technical abilities, change management and leadership skills
- Learn specific skills and knowledge that are relevant to personal goals
- Have a friendly ear with which to share frustrations as well as successes

BENEFITS – CORPORATES

- Internally/externally seen to support staff career progression and development
- Build coaching/mentoring capability that can be leveraged internally e.g. Mentees coming through the program could mentor internally
- Build the leadership capability within your organisation
- Demonstrate how your organisation invests in its people by actively and openly supporting their career growth
- Build a strong corporate culture that attracts talent
- Position your brand as an employer of choice.

FAQs & COMMON CONCERNS

1. **Staff Poaching – there is an inherent mistrust of Mentors motivation**

Answer: This is actively enforced both by the signed confidentiality agreement (AOU), the RCSA Code for Professional Conduct and the CLEAR expectation at the outset that any poaching will result in RCSA membership disqualification in accordance with the **Professional Conduct Grievance Intervention Guidelines**.

2. **Lack of understanding about the program and benefits (individual level and organisational level).**

Answer: Benefits of participation in this program (as outlined above) can be seen on a number of levels. Providing an opportunity for your staff to develop their skills as a leader & manager, along with many other business skills is a bonus to any organisation. Take in the fact that this mentoring is predominately done out of hours and is free of charge, adds to the overall positives for the program. Additionally, the program has been developed with one of Australia's leading business coaching firm and corporate mentoring program specialists who work across a number of industries. All participants are required to attend the compulsory Induction Training prior to commencing mentoring which fully discusses any expectations or questions that participants may have.

3. **Unclear time expectations/Loss of business hours**

Answer: Beyond the initial training (on-line modules), the ongoing time commitment during office hours is 1 hour per month. This is to ensure Mentees and Mentors are feeling confident about the mentoring process. All mentoring will be conducted out of hours at times of mutual convenience.

4. **Expectations/Understanding not clear – skill & personal development**

Answer: Expectations are clearly outlined at the initial facilitated induction session by both the mentor and mentee. Participants are also required to sign an Agreement of Understanding which outlines the roles and objectives for both Mentors and Mentees. The program manager (RCSA) will monitor the program and communicate with mentors & mentees on a regular basis. Additionally, at any time the program manager (RCSA) can be contacted if there are any queries or concerns.

5. **Can I participate in the 2021 program if I participated in previous years?**

Answer: Yes, we encourage all participants to re-apply to the 2021 program, with the idea that those who were mentees in previous years take on the role of mentor. You will be able to apply as a mentee again; however, preference will first be given to new mentee applications for the year.

6. **What happens if I feel there is a conflict of interest with my matched mentor/mentee pair or I want to exit the program?**

Answer: The RCSA takes all comments and concerns of conflict with regards to the program very seriously. If you have any concerns about your matched pair, then the first step is to notify the program manager immediately. Where possible, we will endeavour to re-match pairs in a respectful way. Entering into the program is a 12-

month commitment; however, in the event you believe the relationship is no longer productive & would like to exit the program, the mentoring relationship can be honestly reviewed and concluded without blame on either behalf.

7. Am I guaranteed a spot if I submit my application?

Answer: The PEARL Mentoring program is an elite mentoring program and we have limited spots available across Australia and New Zealand. Selection is dependent on a fully complete application and considered against the program eligibility criteria.

8. Does my manager/company have to be notified that I am participating in this program?

Answer: No, as the emphasis is of individuals career progression through the industry. However, it is advisable for all participants to have the support of their manager/company to participate in this program.

9. Is this business coaching?

Answer: No, as the emphasis is of this coaching is to progress your leadership career and not tackle technical business coaching issues.

TIME EXPECTATIONS & DATE COMMITMENTS

For Mentors:

- Attendance to initial skills (half-day) training and three (90 minute) support coaching sessions hosted by Leading Well
- 1-hour outside or within business hours per month (November 2021 – October 2022) with their Mentee
- Program and progress experience surveys completed through the duration of the period

For Mentees:

- Attendance to initial skills (half-day) training and three (90 minute) support coaching sessions hosted by Leading Well
- 1-hour outside or within business hours per month (November 2021 – October 2022) with their Mentee
- Program and progress experience surveys completed through the duration of the period

All Participants of the Mentoring Program will be required to sign an *Agreement of Understanding (AOU)* which the dates below form part of:

CPD POINTS

CPD Points: Upon successful completion of the Mentoring program each participant will receive 25 CPD points, the full annual allocation required to apply for or maintain Accredited Professional (APRCSA) status.

Updated 2 September 2021

You will also receive a certificate of completion.

ELIGIBILITY

To be considered as a **Mentee**, it is understood that you have:

- at least TWO year's recent experience within the recruitment and staffing industry; are
- a current RCSA Individual or an employee of a Corporate Member; and
- can demonstrate that you currently hold or about to undertake a people leadership role

The ideal PEARL Mentor brings wisdom borne of experience. RCSA values Mentors who know when to listen, when to reflect and when to advise.

To be considered as a **Mentor**, it is understood that you have:

- Previous leadership and or mentoring experience within the recruitment and staffing industry; are
- a current RCSA Individual membership or an employee of a Corporate Member; and
- hold a current people leadership role

PRIVACY

To participate in this Mentoring Program, all participants are required to be an Individual Member or Corporate Member of the RCSA. This means that all Mentors and Mentees are required to abide by the RCSA Code for Professional Conduct, which encompasses Principle 1, Confidentiality and Privacy.

The RCSA will collect personal details for the purposes of the program. All personal details collected will be treated under the RCSA Privacy Policy, which can be found by on the RCSA Website.

NEED MORE INFORMATION

To find out more information on the PEARL Mentoring Program please contact the Program Manager, Cheryll Seslija via phone on 03 9663 0555 or email to: cseslija@rcsa.com.au