EXECUTIVE & PA NETWORK

CONNECT AND ENHANCE YOUR SKILLS

MENTORING PROGRAM



EMBRACING A JOURNEY OF GROWTH AND EMPOWERMENT

Objective of this Program

The objective of the mentoring program is to accompany assistants in their questioning of professional and personal lives, as well as giving them confidence and strength by sharing one's own success and experience.



Why Undertake such a Program?

Mentoring is not just a project – it is a transformative experience that has the power to shape careers and lives by :

- Fostering your personal and professional growth;
- Bringing a new meaning to your daily life;
- Increasing confidence and motivation;
- Expanding your professional network and open new doors;
- Learning by sharing real experience;
- Enhancing leadership and communication.

The Mentor’s Role

The pivotal role of the Mentor is to offer:

- Guidance and knowledge transfer by providing direction, by sharing experience-based insights, and by offering practical advice and perspective that accelerate learning and decision-making;

- Empowerment and personal growth by inspiring confidence, encouraging self-reflection and helping the mentee to realise their potential.



It is essential to recognize that a Mentor's guidance, beyond teaching, can illuminate the path to success, offering valuable insights and perspectives.

Topics of Discussion and Support

- ☑ Career development
- ☑ Managing key relationships with colleagues/partners
- ☑ Developing and utilizing your network
- ☑ Managing a specific initiative or project
- ☑ Asking for/giving feedback
- ☑ Work-life balance
- ☑ Stepping outside your comfort zone
- ☑ Improving communication
- ☑ Developing a strategic vision
- ☑ And much more, depending on your needs...



Create a Sustainable Environment

Let's foster an atmosphere where curiosity thrives, questions are encouraged, and learning knows no bounds.

Together, we have the opportunity to build a community that inspires, motivates, and propels each other towards excellence.

As we embark on this collective journey, we encourage you to be present, proactive and engaged, because your commitment to this endeavor will undoubtedly contribute to the success of both yourself and those around you.



Your Journey as a Mentor

In order to be ready for this journey, the mentoring coach **Dominique Ben Dhaou**, from Point North, will train and guide you on all the aspects to be considered in this role, such as :



- Tasks and responsibilities of Mentors and Mentees;
- Effective communication and listening;
- Goal setting and progress monitoring;
- Coaching and development techniques.

4 training sessions are organised,
usually 2 live and 2 online.

The Mentoring Season's Program



Our timeline is as follows:

1. Programme **registration** opening (January);
2. Mentors' **training** (February - April);
3. **"Speed-meeting"** event allowing Mentors and Mentees to meet and facilitate the pairing (mid-March);
4. **Pairs** are created and informed, with agreements sent by e-mail (April);
5. Beginning of **6 months** mentoring program (May - October);
6. **Closing party** to celebrate the journey of Mentor-Mentee pairs and share their achievements (November).

Embrace the Challenge

Let’s go beyond your comfort zone and remember that this project is a celebration of **growth and empowerment**.

Let's make this mentoring initiative a testament to the incredible potential that lies within each one of us.

Should you have any question about this Program and/or want to be part of it, please contact :

mentoring@executivepanetwork.com

Your Mentoring Coordinators

Anouk Silvestrini & Mercy Odhiambo

