

Mentoring Program

Frequently Asked Questions (FAQs)

Below are some frequently asked questions about the Volunteering Victoria Mentoring Program. Please read this in conjunction with the [Mentoring Program Information Kit](#).

How long does the program run?

The Mentoring Program runs for approximately nine months, typically from March to November each year. Mentoring partners may choose by mutual agreement to extend the relationship beyond the end of the Mentoring Program, but any such arrangement will be made outside the formal program.

How often should I meet my mentor/mentee?

As a guideline, we recommend that mentees and mentors meet at least once a month for the duration of the program for a minimum of 1 to 2 hours, preferably face-to-face. Mentoring pairs may meet more regularly, and timing of the meetings may change during the relationship as the needs of mentors/mentees change. Alternatives to face-to-face meetings may include using Zoom, Teams, email or phone.

When will I meet my mentor/mentee?

Mentees and mentors are introduced to each other at the program kick-off and introductory workshop, which is typically held in March. It is required that all mentors and mentees attend this workshop. More information including an agenda are announced closer to the date.

Are there any other events I should set aside time for?

Apart from mutually agreed meetings between the mentor and mentee, Volunteering Victoria schedules key events during the year to support the learning and development process for both mentor and mentee. It is a requirement of this program that participants attend these key events, which are outlined on the [Volunteering Victoria website](#). If your application to the Mentoring Program is accepted, please schedule these dates into your calendar.

In some cases, there may be unforeseen circumstances that affect your attendance at relevant events. If this occurs, we ask that you inform the Volunteering Victoria contact, and respectfully, your mentoring partner in advance.

When do applications open and close?

Applications on **1 January** each year, and typically closes in **early March**. Mentors and Mentees can apply to the Mentoring Program by completing an Expression of Interest form, located on [our website](#). While we do our best to match mentors and mentees, there may be more applications than available places. Successful applicants can expect to be notified by email mid-March. Applicants may also be contacted in early March for a short phone interview.

Can I apply or join after applications close?

Applications for the Mentoring Program will not be accepted after the closing date, but you can register your interest for the following year by emailing Volunteering Victoria.

Do I need to be a member of Volunteering Victoria to participate in the program?

Yes, either you or your organisation must be a current Volunteering Victoria member.

Will I receive training?

Yes. Mentors will receive a short training session ahead of the program kick off. Mentees will have access to training during the program kick off around program expectations and goal setting. Support will be available on an ongoing basis from the Volunteering Victoria team.

What if I am not suited to my mentor/mentee?

Every effort will be made by Volunteering Victoria to appropriately match mentees and mentors. If for some reason one or both participants in a mentoring relationship are unwilling or unable to continue, the Volunteering Victoria team should be contacted. All discussions will be handled confidentially.

Are all applicants likely to be accepted into the program?

Usually there are more mentees who wish to participate in the program than mentors. While every effort will be made to involve all applicants in the Mentoring Program, this may not be achievable depending on application numbers.

To register your interest or request more information, please contact Volunteering Victoria:

Email: info@volunteeringvictoria.org.au

Phone: (03) 9052 4524