

STARTIN9

Mentorship program 2024-25

Introduction



STARTIN9

Mentorship Program

Content

Intoduction	-----	1
Structure	-----	2
Schedule	-----	3
Session 1	-----	3
Session 2	-----	3
Session 3	-----	4
Session 4	-----	4
Overview	-----	5
Guidelines	-----	6

Introduction

Dear all,

Welcome to **STARTIN9 Mentoring Program**. We are thrilled to welcome you to our mentorship program! For mentors, your expertise and experience are invaluable, and we appreciate your willingness to guide and support your mentees. For mentees, this is a fantastic opportunity to learn, grow, and achieve your professional goals with the help of your mentor. Together, we will create a supportive environment where both mentors and mentees can thrive. Embrace this journey with an open mind and a willingness to share and learn. We are confident that this program will be both rewarding and inspiring for all participants.

This handbook provides an overview of how to approach your participation in the mentorship program as a mentor or mentee. You are recommended to read it before the first meeting with your mentor/mentee, and revisit it as often as you wish. We hope it can help you navigate the mentoring sessions in a structured and effective manner. At any point during the mentorship program, you can contact us at contact@startin9.com to ask for advice, voice a concern, or tell us about your progress. We thank you for being a part of the STARTIN9 mentorship program, and we wish you a fulfilling experience.

Regards,
Aki Lau - Founder of STARTIN9

STARTIN9

Introduction

STARTIN9 mentorship program is for entrepreneurs who are starting a new business, or those who want to become an entrepreneur. It aims to support aspiring and novice entrepreneurs by matching them with more experienced entrepreneurs. It is also an opportunity for seasoned entrepreneurs to give back to the community, expand their professional network, and build leadership as mentors.

Structure

OCT

Session 1: Introduction & goal setting.

Nov

Session 2: Skill development & knowledge sharing.

Dec

Session 3: Progress review & feedback.

Jan

Session 4: Future planning & wrap-up.

Schedule

STARTIN9 offers two programs every year – one during the autumn and one during the spring. Each program lasts for 4 months, and participation requires a commitment of **at least 4 hours** in total (One 1-hour **online meeting** for each month). Since you participate digitally, you are welcome to apply regardless of where you live.

Session 1: Introduction and goal setting

During the first session, mentors and mentees are recommended to begin with self-introduction and set goals together. The goals should be related to the mentee's professional or business growth. This helps in aligning everyone's expectations and provides a clear direction for the rest of the mentorship program.

Session 2: Skill development and knowledge sharing

This session focuses on building the necessary skills and sharing knowledge. Mentors are expected to share their knowledge with mentees and answer their questions about entrepreneurship. Mentors can share their insights, theoretical knowledge, experiences, or best practices in specific industries. Mentors can also provide suggestions on building any necessary skills for the mentees to achieve their goals.

Session 3: Progress review and feedback

This session is dedicated to assessing the progress made so far and providing constructive feedback. Mentees will reflect on their achievements and challenges since the start of the program. After that, mentors should provide constructive feedback, so that mentees understand their strengths and areas for improvement. Based on the feedback, mentees will adjust the action plan with their mentors to ensure continued progress.

Session 4: Future planning and wrap-up

The final session focuses on planning for the future and wrapping up the program. Mentors will help create action plans for how mentees will apply the skills and knowledge gained in their future endeavors. This includes setting long-term goals and identifying resources or support needed. This session will mark the end of the mentorship program.

Overview

Duration

4 X 1hr sessions

Format

Online meetings

Cost

Free

OCT

Session 1: Introduction & goal setting.

Nov

Session 2: Skill development & knowledge sharing.

Dec

Session 3: Progress review & feedback.

Jan

Session 4: Future planning & wrap-up.

Guidelines for mentors

As a mentor, you are expected to meet your mentee online once a month and provide support. This is purely a voluntary job and no mentors should charge mentees any fees. Here are some tips for you to be a supportive mentor:

Preparation

- Review mentee's background and goals.
- Prepare discussion topics and resources.

Engagement

- Be approachable and open-minded.
- Encourage questions and active participation.
- Maintain professionalism in all interactions.

Support

- Provide constructive feedback.
- Share experiences and insights.

Confidentiality

- Respect the mentee's privacy.
- Maintain confidentiality of shared information.

Commitment

- Attend all scheduled sessions.
- Be punctual and respectful of the mentee's time.

Do's:

- **Be approachable and open-minded:** Create a safe space for your mentee to share their thoughts and concerns.
- **Set clear expectations and goals:** Work with your mentee to establish what they hope to achieve through the mentorship.
- **Provide honest and constructive feedback:** Help your mentee understand their strengths and areas for improvement.
- **Encourage self-reflection and independence:** Guide your mentee to think critically and make their own decisions.
- **Maintain confidentiality:** Respect the privacy of your mentee and keep their shared information confidential.

Don't:

- **Don't micromanage:** Allow your mentee the freedom to explore and learn from their experiences.
- **Don't be overly critical:** Provide feedback in a supportive and encouraging manner.
- **Don't make promises you can't keep:** Be realistic about what you can offer and manage expectations accordingly.

Guidelines for mentees

In order to maximise the benefit of the mentorship program, here are some tips for you as a mentee:

Preparation

- Define your goals and expectations.
- Prepare questions and topics for discussion.

Engagement

- Be proactive and engaged.
- Actively participate in discussions.

Openness

- Be open to feedback and new ideas.
- Share your challenges and successes.

Respect

- Respect the mentor's effort.
- Maintain professionalism in all interactions.
- Be punctual and respectful of the mentor's time.

Follow-up

- Implement the advice and feedback received.
- Provide updates on your progress.

For more info

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