

Buddying/Mentoring scheme guidance, terms and conditions

Introduction:

A previous survey of Fellows and Members showed there was demand for a flexible buddying and mentoring scheme provided by the Faculty.

A **mentor** is usually more experienced/qualified than the mentee. This can be a long term ongoing relationship that can be quite informal, with a broad focus and meetings taking place as required.

Buddying relationships are usually informal and between two similarly experienced/qualified doctors who can offer support to each other, acting as confidential sounding boards.

The above relationships are often mutually beneficial with both parties having the potential to learn, increase confidence and support and enhance their practice.

Within the Faculty scheme you can choose to act as a mentor, mentee, buddy or you have the option to act in more than one role.

The Process:

Once you have submitted your application form to the Faculty you will be matched to two or three other individuals, taking into account the information you have provided. You can then have initial informal chats with the suggested individuals and pick one that you have the best rapport with and feel would be best suited to your requirements.

We would recommend that you and your mentor/mentee/buddy initially agree the frequency and length of meetings and how long the relationship was expected to last. This can be flexible but is essential to help structure and direct the relationship so it is beneficial for both parties. Meetings can occur face-to-face, by skype or phone. We would recommend 3-6 monthly meetings or more frequently if required for specific projects.

We would ask you to submit a record of meetings and an annual report on outcomes and we will provide forms for this. This will help us audit the scheme to ensure viability and success and highlight any changes required to the scheme so it is more useful to you, our Members and Fellows.

Completing the application form:

When completing the application form please give us as much detail as possible on what you would like to get out of the scheme. For buddying and being a mentee, let us know what the most important areas are to you for getting support and guidance in e.g. clinical practice, research, clinical governance issues, managing a service, service development, professional work/life balance etc.

If you would like to be a mentor, tell us of any experience or training that makes you appropriate to act in this capacity and which areas you feel your strengths are to be a mentor. Let us know if you would like training in mentoring and we can point you towards courses e.g. in welfare and professional wellbeing.

Completed forms should be submitted to contact@fpm.ac.uk

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Terms and Conditions:

The Faculty will not bear any costs towards holding meetings in any form and these must be borne by the participants.

By submitting your application form you are consenting to your information being held on the Faculty database and for your basic details to be shared with individuals you are matched with.

Information shared within the buddying/mentoring relationships must remain confidential between the two participants and the Faculty, who will receive meeting reports and annual outcome reports.

Either party in the buddying/mentoring relationship is able to terminate the relationship at any stage if they are not happy to proceed or if they have achieved their goals.