

# Frequently Asked Questions

## When can I enrol as a mentor or mentee?

Upon launching the scheme in 2019, mentors and mentees will be enrolled every first quarter of the year.

## What is the Mentor-Mentee Ratio?

An AAS mentor can be matched with up to three mentees at any one time, while a mentee can only be in one mentoring relationship at a time.

## What level of expertise do you need for you to become a mentor?

We emphasize the need for a mentor to have higher levels of experience than the mentee and in the specific fields that the mentee is interested in. This is not necessarily age related; hence, younger mentors are encouraged to sign-up as mentors if they have confidence in their expertise and are willing to support others achieve their career goals.

## What will guide the way I interact with my mentor/mentee?

On your first meeting with your mentor/mentee, you will agree on reasonable goals to be achieved in that mentoring relationship. These should reflect the synergy between the mentoring needs that the mentee has identified in their enrolment form and the strengths of the mentor. You will both sign a Mentoring Agreement which enables you to set goals, timeframe, modes of communicating and monitoring progress.



## How long will the mentoring relationship last?

The AAS shall monitor the formal mentoring relationship from six months to at most two years. However, mentoring relationships can (and often do) continue after the formal mentoring relationship is completed and we encourage you to maintain them where necessary.

## How do I transition from a mentoring relationship?

You can transition from a mentoring relationship either at the end of your agreed mentoring timeframe; upon achievement of your mentoring goals; or when either party requests to transition. Make sure to notify the Mentoring Coordinator when you transition and evaluate your relationship.

## How soon do I receive feedback on my application for enrolment?

Once you have applied for enrolment and have completed all the mandatory online training sessions, the Mentoring Coordinator will need up to one month to match you with a mentor.

## What training is available for mentors/mentees?

We have customized our training resources into short videos and pdf documents including a mentor's guide and a mentee's guide. We have also provided additional resources.

## Are the training sessions mandatory?

Yes. You will only be matched with a mentor/mentee after reading/watching your mandatory training resources accessible upon enrolling into The AAS Mentorship Scheme. Other optional training sessions will be designed and delivered on-demand.

## When and where will I meet my mentor/mentee?

This is a virtual mentorship experience where both parties will agree on the best suitable phone and/or online communication channel (emails, audio/video calls and live conferencing) at the start of the scheme. In addition, mentors and mentees are encouraged to take up any opportunities (conferences, working visits etc.) to meet physically. The AAS will organize annual mentorship retreats for all mentors and mentees and similar career mentoring programmes on the continent.

## What does the scheme cost me?

It will only cost your time and connection for your regular mentoring sessions.

## What is a Mentoring Agreement?

It is a document in which the mentor and mentee articulate their mentoring goals and how they will go about achieving them. It lays out the mentoring

timeframes, modes of communication, and how you will monitor progress. A template will be provided for your first meeting and a copy of the filled-in agreement will be kept by the Mentoring Coordinator for evaluation and learning purposes.

## What should I do with the information my mentor/mentee provides?

It is a requirement that mentors, mentees and Mentoring Coordinators treat all information shared in the context of the mentoring relationship as confidential. In an event this is to be shared outside the relationship, all parties must first discuss and consent to sharing their information.

## What should I do if the mentoring relationship isn't going well?

We hope all relationships will run smoothly and that they will be mutually beneficial. However, in the event either party wishes to end the relationship, we recommend transitioning from the relationship as soon as possible and in a respectful manner.

## Where will my mentor/mentee be based?

We strive to match mentors from different institutions, countries, and regions as a way of enhancing cross-cultural and cross-disciplinary learning, broadening our perspectives on science careers and providing a wide range of experiences.

## How soon can I get a new mentor/mentee after transitioning from one relationship?

As soon as a mentor/mentee matching your needs/strengths is available, you will be notified.

## Whom should I contact if I have challenges with my mentor/mentee?

The Mentoring Coordinator is the first point of contact via [mentoring@aasciences.ac.ke](mailto:mentoring@aasciences.ac.ke)

Visit <https://www.aasciences.ac.ke/mentorship-scheme> to find out more  
or email [mentoring@aasciences.ac.ke](mailto:mentoring@aasciences.ac.ke)

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