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Mentoring Team Building Workshop

Format Interview.

Partner name: MuLab – www.mulab.it

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venerdì 22 settembre 2017

Group member: Martina

Format mentoring interview

Questions list

Framing the present (to have an idea of mentee's self awareness for the first meeting)

- What do you do?
 - What experience do you have?
- What can you do?
 - What are your skills/competences?
 - What are things you do well/best?
- What are qualities other people recognize you?
 - For which qualities are you mostly appreciated by others?
- Is there an aspect that you feel wanting in your present time?
 - What is most critic aspect you feel in your professional life at this time?
- What makes you happy?
 - How do you feel when you?
 - What is your aspiration?
- On a scale from 1 to 10 how much are you satisfied about your situation?

Framing the present (following meetings)

- What has been happened since we met last time?
- Is there a specific aspect you want tell me?
- What went wrong for you?
- On your opinion, what was a force point of your actions?



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Format mentoring interview

- 1) WELCOME _ colloquial introducing phase (up to 10 min)
 - On the first meeting, the mentor introducing himself and his work on the first meeting
 - On the following meetings, the mentor start asking a report about the actions from the previous meeting
- 2) INTERVIEW_ stay around 6 questions: 3 open q., 3 specific q. (up to 10-15 min)
 - On the first meeting, the mentor should keep an introducing interview to have a frame of the mentee start point
 - On the following meetings, the interview can be more specific and customized on the mentee situation
- 3) INPUT_ actions and strategies phase (up to 5-10 min)
 - On the first meeting, the mentor could give tip about a possible action or suggest an aspect on which start working
 - On the following meetings, the suggestions can be more specific as give contacts, review the mentee cv or help editing one, suggest trainings ext..
- 4) END_ greetings and agreement for any following meeting

Observations

- structure of the setting must be present but not evident otherwise empathy would be lost
- timing of the interview: up to 45 min. (35-40 min is a good deal to avoid overloading and dispersing information)
- for the efficiency of the interview a key word is: Simplify. Focus on 2, maximum 3 points for each interview. Work on achievable goals, small steps.



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Report interview n 1 (call mentoring)

Young Creative Name: Gregorio

Age: 27

Living: Florence

From: Teramo

INTERVIEW:

1)

Mentor: Do you want to describe your professional activity at the present time?

Young Creative: Yes, I'm a graphic-illustrator. I started as an illustrator but I had to but I had to get closer to the graphics sector that is more profitable in Italy. my training is about entertainment design and at the moment I work as a freelance.

2)

M: What makes you happy about your work?

YC: When I feel respected and appreciated for my work, my competences and my art.

3)

M: Can you tell me a critic aspect about your work?

YC: Often in Italy the creative work, the creative process, is underestimated and this damage my motivation and the final product aswell.

4)

M: At the present moment how much are you satisfied about your condition on a scale from 1 to 10?

YG: 8.

5)

M: Which could be an action you feel feasible to increase your satisfaction from 8 to 9?

3



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YC: Find a stable job, a a company that offers me a contract basically to be more stimulated an productive than I can be on my own as a freelance worker but, aswell, I could feel more secure about my finances and I could start to think about living alone, creating a family.

6)

M: Have you already done any specific action to find a stable job in a company?

Y: Yes I have done a lot of job interview and finally just these days one of them had a positive answer.

7)

M: On your opinion, which is the characteristics of yours that makes the difference on this last company?

YC: I offered the company more than what they were looking for. They called and waited for an executive graphic designer, I was different and creative. I have created a specific product for them, putting in place all the professional illustrative skills I have trained in my experience.

Mentor: Thanks Greg, I recognize that your ability about giving to a potential employer what and more than he is looking for, as you have done putting in place all your competences to create a specific product for the company of the job interview, is a great game! Now our session is over, if you would like we can talk again with a call session or we can meet eachoter if you prefer.

YG: Thanks Martina, it would be nice.

LENGTH OF THE SESSION: 25 min

FEEDBACK (after the session I ask for a feedback about the format):



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- targeted questions that allowed me to feel that you very cared about our disages and needs.
- feel welcomed
- right length of the session
- feel listened
- feel free to speak



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