

Please list 1 to 3 areas in which you would like particular assistance, in order of preference. (This will assist in making the most appropriate match with a mentor).

Some suggested areas are below. Please mark **1, 2 & 3** in order of preference.

Understanding promotion criteria & procedures		Balancing teaching, research and administration	
Career planning and development		Preparing a resume/interviewing skills	
Knowing and using organizational structures		Research skills	
Management and leadership issues		Grant application writing	
Conflict resolution		Teaching skills	
Financial management skills		Policy analysis and development	
Strategies as a member of committees		Time management	
Chairing meetings		Balancing work and family	
Communication skills		Staff supervision	

Is there a particular mentor you would like to nominate for yourself? (If yes, please provide name, department and a contact phone number)

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 Are there any particular characteristics you would prefer in a mentor? (e.g. male/female, same/different campus)

Mentee Preparation Sessions

To participate in the Scheme, you must attend one of the Mentee Preparation Sessions listed below. Please indicate all sessions for which you are available.

- Thursday, 23rd April 1.30pm – 4.30pm Caulfield
- Tuesday, 28th April 9.30am-12.30pm Caulfield
- Wednesday, 29th April 1.30pm-4.30.pm Clayton
- Monday, 4th May 1.30pm – 4.30pm Clayton
- Tuesday, 5th May 9.30am – 12.30pm Clayton
- Monday, 11th May 1.30pm – 4.30pm Gippsland

To participate as a mentee in this Scheme, you must have the support of your supervisor or line manager.

Supervisor's Statement

I have received information about the 2009 University-Wide Mentoring Scheme for Women and fully support this application. (refer ['Information for Supervisors'](#))

Name: _____

Position: _____

Signature: _____

Date: _____

To register your interest, please complete and forward this Application form by **Wednesday, 11th March, 2009** to the Women's Leadership & Advancement Scheme, Equity and Diversity Centre, Building 55, Clayton. For further information contact [Robyn Meyers](#), Project Officer, Women's Leadership & Advancement Scheme or ph 9905 5903.

Privacy Collection Statement

The information on this form is collected for the primary purpose of providing you with a suitable mentor. You have a right to access personal information that Monash University holds about you, subject to any exceptions in relevant legislation. If you wish to seek access to your personal information or inquire about the handling of your personal information, please contact the University Privacy Officer at: privacyofficer@adm.monash.edu.au