



Ministry of Education and Human Resource Development



Mentorship *The Ultimate Commitment*

October 2008



MENTORSHIP PROGRAMME

WHAT IS A MENTOR?

A mentor is a person who gives help and advice through measured dispensations of knowledge. The Mentor provides guidance which enables and empowers the “entrepreneur” to accomplish his or her business goals. Mentors are sensitive and always seek to build warm relationships.

DYBT MISSION

To empower Dominica Youth in realizing their entrepreneurial potential by facilitating access to technical, financial and social assistance geared towards the development of viable business thereby contributing to the growth and development of the national economy.



WHY MENTORSHIP?

Young emerging entrepreneurs have a range of needs which are critical for their success in life:

- ❖ Mental and emotional support to develop a positive self-image
- ❖ Individual attention and support in confronting personal and business challenges
- ❖ Direct access to business contacts to acquire a wide range of resources
- ❖ On-going monitoring and coaching in the process of visioning and goal setting
- ❖ Decision making on financial and other critical business matters
- ❖ Advice and counselling in business management

DYBT

The Dominica Youth Business Trust considers the mentorship programme one of the most critical components of the youth business initiative. The programme, if able to address the needs of the young budding entrepreneurs as stated on page two, then this initiative will certainly be on its way to being a success story.

Identifying appropriate mentors for the programme is critical in the process and DYBT's responsibility in establishing a pool of competent mentors, training them and maintaining a strong bond with these resourceful persons must be a priority.

The mentorship programme is designed to provide a one-on-one support to aspiring and practicing entrepreneurs ages 18 to 35 years. Through the process of mentoring, DYBT intends to:

- I. Help them discover their abilities
- II. Build their self confidence
- III. Expose them to growth experiences
- IV. Develop trust
- V. Encourage professional behaviour
- VI. Heighten their self-awareness
- VII. Empower them to confront challenges and negative attitudes.



WHERE DOES THE MENTOR FIT IN?

DYBT cannot do it alone!

Recognizing the amazing power of a network, DYBT develops relationships with dynamic, experienced business persons in the private sector as well as knowledgeable persons within the public sector who are willing to share their time and experiences as mentors. Their voluntary commitment to take a young entrepreneur under their wing expands the resource capacity of the Dominica Youth Business Trust in responding to the entrepreneurs' needs.

Because the Dominica Youth Business Trust approaches individuals and not companies and deliberately identifies those who themselves were or still are entrepreneurs or have an entrepreneurial approach to business, DYBT ensures involvement of mentors who can identify with the situation and perspective of the young entrepreneurs with whom they work.



The mentorship programme gives those who have “been there and done that” the chance to strengthen those who are now “going there to do that”.

The mentorship programme provides for an ideal intimate partnership between youth and experience as well as between the Government and the private sector. The mentor serves equally as an agent for personal development of the entrepreneur as well as for national development.

THE VISION OF DYBT

Empowering Dominican youth in realizing their entrepreneurial potential.

The mentorship programme has a very important role to play in the realization of this vision. Emphasis will therefore be placed on the quality of the mentorship programme and every effort will be made by DYBT to foster a healthy relationship among all stakeholders in that regard.

DYBT is convinced that an entrepreneurial culture among our youth is certainly the way to go for a developing country adjusting to the reality of globalization.

DYBT

THE MENTOR'S RESPONSIBILITIES

- ❖ **NOT RESULTS**
But faithfulness in the task.

- ❖ **NOT FEELINGS**
But to be as supportive as can be.

- ❖ **NOT POPULARITY**
But to share both positive and negative for the benefit of the entrepreneur.

- ❖ **NOT TEACHING**
But to discover and grow together.



THE MENTOR'S DUTIES

1. Establish and maintain contact with the entrepreneur.
2. Develop an intimate understanding of the entrepreneur's enterprise operations.
3. Identify the strengths and weaknesses of the entrepreneur's business.
4. Coach the entrepreneur through problem-solving and decision-making alternatives chosen by the entrepreneur.
 - a. Develop an understanding of the entrepreneur's personality and capability.
5. Assess the entrepreneur's development level and provide counseling where necessary.
6. Share experience and give directions as the need arises.
7. Channel the entrepreneur towards sources that will help.
8. Facilitate the "opening of doors" where possible.
9. Liaise on a monthly basis with the Dominica Youth Business Trust on matters relating to his assigned entrepreneur.
10. Connect with the family members who function in a supportive role for the entrepreneur.
11. The mentor or entrepreneur may request to be reassigned to someone else in cases where the relationship is irreconcilable.
12. The mentor should be willing to participate in mentorship training, networking meetings and other activities of the DYBT family.



The Mentor's Relationship with Dybt:

EXPECTATIONS

1. Involvement as a mentor of DYBT is on a voluntary basis.
2. Initial commitment as a mentor is for a period of at least one (1) year.
3. The mentor agrees to work with at least one (1) entrepreneur for the stipulated duration. No more than two (2) entrepreneurs per mentor at the same time is recommended, except in the case where more than two entrepreneurs operate in partnership within the same enterprise.
4. Once the relationship with one (1) entrepreneur has formally ended, the mentor may accept or volunteer to work with another entrepreneur or may terminate the mentoring relationship with DYBT.
5. The mentor commits to dedicate at least 3 contact hours per month to working directly with the entrepreneur. There is no maximum number of contact hours.
6. The mentor and the entrepreneur take full responsibility for arranging appropriate time, place and purpose of meetings.
7. DYBT may assign an entrepreneur to the mentor or the mentor may choose his or her entrepreneur from DYBT's list of entrepreneurs. Matches will be made on the basis of complementary strengths of the mentor and the weaknesses of the entrepreneur. Some consideration is given to the nature of the business operation of the entrepreneur.
8. Communication, be it oral or in writing, regarding the entrepreneur is directed only to the Dominica Youth Business Trust.
9. All information of a business or personal nature shared between the mentor and the entrepreneur should be treated with utmost confidentiality.
10. The mentor informs the Dominica Youth Business Trust appropriately, if he or she becomes unable to continue in the mentoring role permanently or temporarily. If the mentor does not wish to terminate the relationship with DYBT, the mentor may request status as a "temporarily inactive mentor". When he or she is ready to return, status may be reactivated.



DOMINICA YOUTH BUSINESS TRUST

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