



Nursing Leadership Mentoring Program

Suggested topics for discussion.

If you prefer a more structured approach to your mentor/mentee meetings, we have put together a list of suggested discussion points.

You may also like to select and create a schedule with planned topics for discussion at each meeting.

Please note that there is no obligation to use these pre-defined topics, and we encourage our mentor and mentee pairs to plan their meetings in a way that works for them. If you prefer to take a more casual or ad-hoc approach, or cover topics not included in this list that's absolutely fine! The important thing is that both the mentor and mentee benefit from each meeting and your relationship strengthens throughout the duration of the program.

Suggested topics for discussion:

- Goals and Goal Setting
 - Identifying goals
 - Breaking down goals into tasks
 - Measuring success
- Career Path
 - Long term career goals
 - Creating a plan for career advancement and next steps
 - How has taking risks benefited the mentors career
- Networking and Relationship Building
 - Identifying networking opportunities
 - Identifying people to build a relationship with to meet career and leadership objectives
 - Building positive relationships with your manager and team members
- Leadership Qualities
 - Characteristics of great leaders
 - Which of these characteristics does the mentee have/self-identify
 - What qualities can the mentee develop to grow as a leader
- Collaboration, Communication and Soft Skills
 - How to work effectively with other teams
 - Establishing and encouraging communication within the team, being transparent without oversharing
 - Value of emotional intelligence and interpersonal skills, identifying areas for improvement



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- Problem Solving
 - Guidance on problem solving techniques and frameworks
 - How to approach complex situations effectively
 - Advice on Improving decision making skills
- Harnessing Feedback for Improvement
 - How to ask for and receive feedback
 - What to do if/when you receive negative feedback from the team
 - How to provide feedback effectively
- Situational Advice
 - Specific to mentee's current situation
 - May be related to work situation, career transition, professional development etc.
- Innovation
 - Techniques to challenge current ways of thinking, brainstorming techniques
 - Pitching ideas to management, exploring how open an organisation is to change
 - Fostering a culture of innovation within the team
- Conflict Resolution
 - Strategies for resolving conflict within the team
 - Example/s of a conflict the mentor resolved and how
 - Recommendations/strategies for having challenging conversations
- Strengths & Weaknesses
 - Assessing strengths and weaknesses
 - Steps to take to improve in these areas
 - Capitalising on strengths in current and future roles
- Showing Initiative
 - What does it mean to the mentee to 'take initiative'
 - Examples from mentor of times they took initiative and how it paid off
 - When is it appropriate to take initiative
- Inspiring Others
 - Strategies for team motivation
 - How to inspire others when feeling uninspired or dejected
 - Exploring what past managers have done that inspired the mentee and mentor



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- Leadership Challenges
 - Challenges mentor has faced in their leadership journey and how they overcame them
 - Delegating tasks and distributing a fair workload
 - Monitoring and guiding remote teams
- Values
 - Defining core values
 - How do these values inform leadership style
 - Individual values v. organisational values
- Time Management and Productivity
 - Work/life balance
 - Spending time productively
 - Habits to increase productivity
- Workplace Culture and Dynamics
 - Assessing workplace culture
 - Ways of effecting positive change/s within organisations
 - Creating positive team dynamics
- Leading vs. Managing
 - Defining the difference between leadership & management
 - Managing projects, leading people
 - Recommended resources for further learning
- Transitioning from Employee to Manager or Team Leader
 - Building skills for next career role
 - Common mistakes new leaders make and how to avoid them
 - Changing nature of workplace relationships when moving into a leadership role (e.g. going from someone's colleague to a supervisor)
- Leading with Confidence
 - Enhancing self-confidence and overcoming imposter syndrome
 - What does confidence mean to the mentee
 - Setting aside limiting beliefs and encouraging a growth mindset