



ITC's Mentoring Programme for Women

INTRODUCTION

ITC's Mentoring Programme for Women, offered in partnership with the Organization of Women in International Trade (OWIT) Lake Geneva, Geneva Centre for Security Policy (GCSP), UNAIDS and WHO, is one example of ITC's initiatives aimed at promoting gender equality and diversity. The initiative recognizes the importance of creating an enabling work environment, interagency collaboration and through the mentoring exchange, an organizational culture that fosters inclusion and belonging.

PROGRAMME OBJECTIVES

Using the UN Women's overarching guidelines for an enabling environment and in support of interagency collaboration, the mentoring programme aims to contribute to the professional growth and development of women and has the following objectives:

- Support women at all stages of their careers
- Bring an intersectional lens towards women's empowerment
- Encourage male mentees, through its 2022 initiative, to engage as active allies of gender equality
- Equip participants with the tools necessary to perform to their highest capability within their current roles and beyond
- Strengthen technical competencies and/or programmatic knowledge
- Create opportunities to meet, exchange and collaborate with others from different organizations, with different roles or experiences.
- Support a mutually beneficial mentoring exchange and create a win-win scenario for the pair and the organization.

EXPANDED ITC 2022 MENTORING MODEL

Many mentoring programmes are designed with the premise that an experienced professional should share their expertise with a younger professional. Under the ITC model, in comparison, mentors can be at any stage of their career path. The approach acknowledges that each of us has skills to share; knowledge transfer is not only top down and comes from all organizational levels.

Mentor: A mentor provides guidance to another person. A mentor will provide general career advice, learning support, sharing of knowledge and practices, among other considerations, in a confidential and supportive environment.

- A mentor can be of any gender.
- A mentor applies to the programme, by providing a completed bio template, and commits to allocate time to the mentee, as agreed-upon by the mentor-mentee pair, throughout the six-month mentoring cycle.
- Mentors can formally mentor as many mentees as their schedule allows.
- Mentors will review the mentoring guidelines and create an action plan with each mentee.
- Mentors will complete the end of programme survey.

The expanded ITC model uses a three-fold approach to creating a strong pool of mentors.

- 1) **Internal mentors:** Anyone with a contractual relationship to ITC can be a mentor. ITC talent is the foundation of our mentoring pool.
- 2) **Partner organizations:** To encourage collaboration, we strengthened the reach of our programme by inviting partner organizations to join. The 2022 partners include the Organization of Women in International Trade (OWIT) Lake Geneva, the Geneva Centre for Security Policy (GCSP), UNAIDS and WHO. Each organization will contribute to the programme based on identified needs. In addition to bringing mentors and mentees, our partners will contribute to capacity building and learning events throughout the six-month mentoring cycle.
- 3) **External mentors or “fortifiers”:** External mentors are from other UN entities and civil society organizations that volunteer their time and energy to contribute to ITC’s mentoring programme. These volunteers are committed to gender equality, diversity and inclusion in their professional and personal lives.

Mentee: A mentee is a person guided by a mentor. In our context, a mentee is any person who self-identifies as female, and who has a contractual relationship to ITC (or from the mentioned ITC partner organizations). Contract duration or contract type does not influence eligibility.

- A mentee applies to the programme, by providing a completed bio template.
- A mentee must have an expressed interest and make a serious commitment to participate in the six-month programme cycle. Her application should reflect this commitment, even if she leaves the organization before the mentoring cycle ends.
- She will review the mentoring guidelines and create an action plan with her mentor.
- She will complete the end of programme survey.

Male engagement component

To move the needle towards gender parity, we need to expand our approach. The aim of our 2022 programme cycle is, through the male engage initiative, to offer space for men to explore the constructs that create and perpetuate a lack of gender equality in the workplace. The goals of the initiative are, among other considerations, to increase confidence and comfort with key ideas related to gender equality and to provide an opportunity for men to champion these issues.

To do this, any person who self-identifies as male, from within ITC and from our partnering organizations, who is committed to learning and to playing an active part in challenging gender and other inequities may apply.

- Eligible candidates are encouraged to apply with a completed mentoring programme bio template and by including a letter of motivation (up to 250 words/template).
- In addition to the one-on-one mentoring exchange and learning sessions, each male mentee will also commit to three additional sessions, over the six-month period, to engage on topics related to gender equality under the guidance of course facilitators.
- Male mentees will work to identify areas of focus and to create a personal and group pledge towards championing gender equality at ITC and in their respective workplaces.

THREE TYPES OF CAPACITY BUILDING

The 2022 Mentorship Programme is comprised of three development components. The primary focus of one-on-one mentoring is supported by pop-up activities and learning events.



One-on-One Mentoring

- Mentors and mentees hold at least monthly, face-to-face or virtual meetings, for 60 minutes.
- Mentors check in with their mentees regularly to establish a trusting relationship.
- The mentoring pair creates a mentorship agreement with SMART goals to guide their exchange.

Pop-up activities

- The mentoring team will put out a call for interest at the start of the mentoring programme, asking for submissions, with the goal of encouraging participant-driven learning events.
- These activities are voluntary and are driven by participants wanting an opportunity to actively engage in their own skill development and learning.
- From the submissions, selected events/activities will be supported over the course of the mentoring cycle, based on the capacity of the mentoring team. Interested participants will be invited to take part in working groups, based on the selected topics.

Learning Events

- Learning events will be facilitated by the ITC mentoring team and/or by other partner organizations.
- All mentoring participants should attend; some events are mandatory.
- The events will be regularly timed throughout the mentoring cycle to encourage capacity development; designed to address mentoring needs.

TIMELINE

- Virtual launch and briefing: 20 April 2022
- Application deadline: 2 May 2022
- Pairing up starts: 9 May 2022
- Pairing up ends: 18 May 2022
- Project Kick-off: 30 May 2022
- Programme cycle ends: 30 November 2022