

Coaching, mentoring, and professional development programmes in the University

In the 2018 PDR process, a number of department staff indicated that they would like to be part of a mentoring scheme, either as a mentee or a mentor. This document summarises the various schemes available within the University with web-links to further information.

Definitions: Coaching vs Mentoring

A **coach** facilitates a conversation in which a coachee is enabled to identify goals and generate and consider options and action plans. The coach acts as an impartial "thinking partner", using effective questioning and listening skills, and both encouraging and challenging the coachee in order to develop understanding and commitment to action. See [here](#) for more information.

Mentoring provides constructive support to enable the mentee to develop themselves in whatever way is most appropriate. A mentor may be a sounding board, someone to help the mentee work through their ideas, and someone to throw light on their path. A mentor is usually someone who has faced similar challenges in the past, or who is working at a more senior role in the mentee's profession. See [here](#) for more information.

University schemes / professional development programmes

[Oxford University Coaching Network \(OCN\)](#): OCN is made up of University staff who hold coaching qualifications or training and offer their time to coach colleagues working in other parts of the University. Staff can access up to four 1:1 coaching sessions with an OCN coach. For staff interested in being trained to become a coach, the Learning Institute runs a [Workplace coach programme](#).

[Divisional peer mentoring scheme](#): This scheme involves the formation of mentoring circles comprising 3-4 members of staff and one more senior member of staff. The mentoring circles support your development by encouraging self-reflection and increasing networking opportunities. Applications for mentees and mentors are invited annually. Details will be circulated when the scheme re-opens (usually March/April).

[Oxford Senior Women's Mentoring Network \(formerly Ad Feminam\)](#): The OSWMN is a mentoring scheme intended to encourage senior women to explore their leadership potential within academic life or an administrative career.

[Pivot](#): Pivot is a mentoring scheme for Black and minority ethnic staff. You'll be supported in your career development goals and plans by a more senior mentor and become more equipped to work towards them.

[Career Support Network for administrative and support staff](#): The network can help administrative or support staff looking for confidential, impartial advice about internal job applications or job interviews. The network offers access to a number of managers who are also experienced recruiters and can mentor and guide on how to write effective job applications and prepare for/learn from interviews

[Oxford Women's Development Programme \(formerly Springboard\)](#): For women who are at a point in their career or personal lives where they would like to reflect on their achievements, consider opportunities and develop confidence in reaching new goals.

[Beacon: Personal Effectiveness](#): For staff who are at a point in their career or personal lives where they would like to reflect on their achievements, consider opportunities and develop confidence in reaching new goals.

[Taking stock: career review programme](#): A personal and career review programme aimed at staff in their first leadership role who are at a point in their careers where they need to reflect and refocus their career aspirations. It is aimed at under-represented groups in the University and is open to all.