**ASMCF Mentorship Scheme**

**Mentee Guidelines**

**Introduction**

Carrying out research in the field of French and Francophone Studies as a Postgraduate or Early Career Academic is an exciting process, but can be challenging too! Being mentored by a senior colleague in ASMCF means that you can have a series of conversations (face to face, online platforms, email) in which an experienced researcher draws on their experience, expertise, and knowledge to guide you on the methods and topics you have in common, as well as other areas for advice that are relevant to you, such as fieldwork tricks and funding bid tips. Having a mentor will benefit you by widening your research network, sharpening your conceptual frameworks and analytical approaches, and having a one-on-one relationship with a professional scholar who can tailor their advice to suit your research needs.

**Briefing**

We hope you enjoy being an ASMCF mentee! All mentees are asked to read this document carefully before their first meeting with their mentor, sign it and send it back to the Membership Secretary after your first meeting, and to refer back to it at any point during the mentorship partnership, in order to help you understand your role as an ASMCF mentee. It seeks to consider the purpose of mentoring and your role within this partnership, and to discuss how the ASMCF Mentorship Scheme can be used and what its limits are.

**Your mentor’s role is to:**

* Share experiences, call for papers, interesting articles, contacts, thoughts and ideas
* Listen, encourage, and ask questions
* Suggest action when something has been identified as important or useful for you to do, for which you should receive the consent of your supervisor if you are a PhD student
* Advice and guide within areas of expertise
* Not know all the answers to all your questions- but help redirect you to the right place!
* To look out for their mentee’s general wellbeing and offer friendly advice. (*If serious welfare concerns arise, your mentor will have to tell you that they are not permitted by the ASMCF Mentorship Scheme to advice you, and instead will signpost you to your supervisor/appropriate colleague, who in turn will guide you towards Student Support Services available at your institution/NHS Services*).

**We hope you enjoy your experience as an ASMCF Mentee!**

*Name: Signed: Date:*