



United States Coast Guard  
U.S. Department of Homeland Security

# U.S. Coast Guard Mentoring

"By learning you will teach,  
by teaching you will learn."  
– Latin Proverb

## COAST GUARD MENTORING PROGRAM

Mentoring is an effective means of supporting personal development and accelerating the professional growth of new and experienced employees at all levels.

As a **mentee**, a mentor can help you:

- Get **Information**
- Learn a **Skill**
- Find an **Advocate**

As a **mentor**, you will:

- **Connect**
- **Inspire**
- **Develop**

Sharing knowledge, experience, and skill develops your level of leadership competency. Mentoring is one of the Coast Guard's 28 leadership competencies, and is found within the "leading others" category of the Leadership Development Framework.

The Coast Guard Mentoring Program assists the *mentor* and *mentee* in understanding the purpose, background, expectations, and pitfalls of mentoring relationships by offering e-learning. Web-assisted matching provides a broader forum for members to meet and enter into mentoring relationships.

## Mentoring Resources on the Web

COMDTINST 5350.24C

**Mentoring e-Learning Module**

**Web-Assisted Matching (over)**

**Mentoring Readiness Assessments**

- Mentor: Skill Survey
- Mentor: Characteristics Survey
- Mentee: Characteristics Survey
- Mentee: Learning Needs Survey

**Mentor & Mentee Guides**

- Interviewing Process Worksheet
- Mentoring Agreement Worksheet
- First Meeting Worksheet

[www.uscg.mil/leadership/mentoring](http://www.uscg.mil/leadership/mentoring)

# Coast Guard Web-Assisted Mentoring

## WEB-ASSISTED MENTORING CHECKLIST

For a detailed explanation of each step, go to [www.uscg.mil/mentoring](http://www.uscg.mil/mentoring).

### Mentor Checklist

- Step 1. What is mentoring all about?
- Step 2. Do you have what it takes to be a mentor?
- Step 3. What can you bring to the table?
- Step 4. Where can I find a mentee?
- Step 5. What do I do for my first meeting?
- Step 6. How can I continue the partnership?
- Step 7. How do I conclude the mentoring relationship?

### Mentee Checklist

- Step 1. What is mentoring all about?
- Step 2. Do you have what it takes to be a mentee?
- Step 3. What areas do you want to develop?
- Step 4. Where can I find a mentor?
- Step 5. What do I do for my first meeting?
- Step 6. How can I continue the partnership?
- Step 7. How do I conclude the mentoring partnership?

## WEB-ASSISTED MENTOR MATCHING

*Find a mentor or become a mentor through a dynamic database.*

### To enroll in Coast Guard Web-Assisted Mentor Matching:

- Go to [www.3creekmentoring.com/uscgmentoring](http://www.3creekmentoring.com/uscgmentoring)
- Select "Getting Started" on the left under "Learning Resources."
- Review and close the one-minute instructional video.
- Select "User Login" from the Web page.

### Use these **GROUP CODES** when you enroll:

	<b>Mentor</b>	<b>Mentee</b>
Team Coast Guard	330094	790806
Ops Afloat	198661	748728
Ops Ashore-Response	684414	575202
Ops Ashore-Prevention	638005	599802
Aviation	379833	690935
Engineering	755866	361735
Reserve Programs	221158	557456
Finance	619737	431923

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