

# 5 TIPS TO BE AN EFFECTIVE MENTOR AND AVOID BURNOUT FOR SELF AND MENTEES

## VIDEO TRANSCRIPT

Hi, my name is Shubhreet and I'm here on behalf of Vaahini to speak to you on how to be an effective mentor and avoid burnout, not just for yourself, but for your mentees as well.

In these post-pandemic times and organizations are increasingly looking at how to help the employees navigate through this new working environment and avoid burnout.

Stepping up to mentor one or more deserving candidates, can really help you increase your visibility. But as a mentor, your responsibility, doesn't just stop at getting the best out of your mentees, but also ensuring that they don't get overwhelmed or overworked.

We all know that burnout happens when people are unable to keep up with life's incessant demands and are emotionally drained and overwhelmed. Generally women tend to burn out faster than the male counterparts due to the increase in responsibilities and young aspiring female professionals can do a lot better with the right kind of mentor.

In fact, a study reported in the Harvard Business Review showed that the act of mentoring can actually have a positive impact on the stress levels of the mentor as well.

Now, given that mentoring is a win-win way to advance, not just professionally, but personally as well, there are five tips to help you mentor the right way to avoid burnout for yourself and for your mentees.

Number One: Saying no is not so bad after all. First things first: Women find it hard to say no in all walks of life, and this needs to be broken. Many people may approach you to be the mentor, but you cannot embrace them all.

The assertiveness that you display in choosing your mentee will be the first thing that your mentee will learn. It is important to realize that people who say no for the right reasons are less likely to be taken advantage of in their professional and personal life. And hence are less likely to burn out.

Number Two: Go with a structured mentorship program. Following the basic structure can help set solid goals for the mentor and the mentee. Clearly defined milestones in the mentorship journey will help you both get the most out of your time without feeling drained. In the process, you will set a subtle example for your mentee to see the value in being methodical to avoid burnout.

Number Three: Listen effectively to enable and



empower

Encourage your mentee to have healthy conversations, show empathy towards the concerns of your mentee. Make her feel heard and remind her of her strengths, kind words and appreciation can alleviate burnout in a big way.

Practice, active listening, and show her that you are there for support. All the same, empower your mentee to make her own decisions. So, she will function independently when the need arises.

Number Four: Enhance your mentee's network.

Remember that vital connections can help us all stay afloat through testing times. Get your mentee to shadow you when you attend high profile meetings or gatherings if possible.

Introduce your mentee to your network of empowered women. So, she can watch, learn and discover the best practices. This can help reduce your mentoring load and like a good backup plan, help your mentee identify the right individuals to turn to, should you not be available for some reason

And, Number Five: Remember to draw the line. The mentor-mentee relationship is one of trust and open communication. However, as a mentor, it isn't always in your best interest to set your boundaries and have your mentee respect that.

Be there, but don't become indispensable. Be it steering the conversation in the right direction or sticking to timelines. Don't forget to set rules that work best for both of you.

Someone has rightly said, you cannot pour from an empty cup, help your mentee see that. And while you're enabling others, don't forget to take good care of yourself.

That's all for this time, but do stay tuned because we have a lot more coming!

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