

**Policy:** 635.0  
**Effective:** 16 May 2011  
**Revised:**  
**Subject:** Mentoring Program  
**Reference:** *Strategic Plan 2010-13 & Regulatory Review Panel*

### MENTORING PROGRAM

#### 1. BACKGROUND

- 1.1 The Strategic Plan 2010-13 identified the need for a Mentoring Program to assist with the professional development of young and/or inexperienced Licensees.
- 1.2 Mentoring Programs have played an important role in many different sports in recent years.
- 1.3 Mentoring enhances the education process.

#### 2. POLICY

- 2.1 Within the first year of obtaining a trainers and/or drivers licence, any Licensee 23 years of age or under, must complete a successful general session with a mentor.
- 2.2 Following a penalty, the officiating Steward or Stewards may recommend to the HRNSW Regulatory Review Panel that a particular Licensee, who is a repeat offender in a specific area, spend a session with a mentor.
- 2.3 If approved by the RRP a formal session will be arranged at the HRNSW office between the Licensee and mentor.
- 2.4 The mentor will be provided with recent replays and any relevant data regarding the aforementioned Licensee's offences and is responsible for providing information, sharing experiences and expressing opinions to the participant.
- 2.5 At the successful completion of the session, in consultation with the mentor, the RRP will make an assessment and decision on suspending up to 50% of the Licensee's most recent penalty for a specified period.
- 2.6 If a Licensee has any part of his/her penalty suspended by the RRP and is found guilty of a similar offense within the specified period they will have to cumulatively serve the remainder of the original suspension and the new suspension or pay any portion of the original fine that may have been suspended.
- 2.7 All Licensees may request, in writing to the RRP, a session with a mentor to discuss any aspect of their participation in harness racing including, but not limited to, personal development, protests and Stewards inquires and driving tactics.
- 2.8 Each mentoring session will be approximately two hours in duration.
- 2.9 HRNSW may from time to time hold subject specific forums which will be coordinated by the mentor(s) and will be open to all Licensees.

### **3. MENTORS**

- 3.1 The RRP will source a number of mentors and assign the most appropriate mentor on a case by case basis.
- 3.2 The mentors will be paid for by HRNSW.
- 3.3 Mentors are expected to build rapport, trust and empathy, identify needs, set goals and develop agreements.
- 3.4 The Mentoring Process includes:
  - Review issue(s)
  - Identify need(s)
  - Set goals
  - Establish an agreement
  - Observation(s)
  - Feedback
  - Action plan
- 3.5 Providing effective feedback is a critical skill for all mentors.