



The Society for Supply Chain Professionals

# Supply Chain Mentoring Program

[ An LAA NATIONAL, apics NSW, apics VIC and apics SA program ]



The Supply Chain Mentoring Program actively seeks to bring together successful professionals with supply chain practitioners who are seeking guidance in their career path. apics and the LAA are proud to present this opportunity to their members.

The program entails matching a less experienced supply chain practitioner (mentee) with an experienced and professional manager (mentor), enabling them to meet on a regular basis to discuss supply chain related issues and challenges.

The most important elements of the program are the willingness and commitment of the mentee to take control of his/her supply chain career and make the most of this generous opportunity, and the commitment of the mentor to support this process to the best of his/her ability.

LAA Nationally and apics NSW and Victorian Chapters jointly offer this program to their members and undertake its administration.

## WHAT ARE THE BENEFITS?

### Mentees

The primary benefit for mentees is the opportunity to be guided by an experienced supply chain professional.

The Mentoring Program is about providing guidance to a lesser experienced person in supply chain related fields. There will be a structured and systematic process as to how this guidance is given to ensure the maximum benefit to both the mentor and mentee.

### Mentors

Mentors benefit greatly from the development of mentoring, leadership and other interpersonal skills. The free mentor training program augments such development.

### Employers

Employers benefit from the accelerated development of their staff.

### Women Encouraged to Participate

apics and the LAA understand the advantages of gender diversity in the workplace and recognise the unique challenges faced by women in a largely male dominated sector. The program is sensitive to this and will match senior female supply chain professionals with female mentees wherever possible.

[Currently Supported in NSW, QLD, VIC & SA]

## PROGRAM OVERVIEW

### Objectives

The objectives of the program are to foster the development of supply chain professionals and to facilitate knowledge sharing.

### Cost

The program is free of charge for mentors. Mentees are required to pay a small administrative fee of \$250.

### Duration

The program will nominally last for 8 months. It is envisaged that the mentor/mentee relationship will continue informally long after this period.

### Mentor Training

To ensure that the most benefit is gained from the program, mentors will be trained in mentoring and coaching skills. The training will be free of charge to mentors and will include the following topics:

#### Skills development for mentors

- Communication skills
- Listening
- Questioning

#### Specific tools for assisting mentees

- Goal setting techniques
- Strategy development
- Career planning
- Preparation for meetings
- Analysis of strengths and weaknesses

#### Mentor/mentee relationship development

- Trust building
- Corrective feedback

Training materials are provided to all participants for future reference. The training is delivered through a facilitated half-day session and a follow-up review (approximately 2 months following the initial training) of approximately two hours duration. This training is valued at over \$6000 per participant.



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### Mentee Training

Mentees undergo a short induction course to ensure that they fully understand their role as a mentee. This is combined with a facilitated career planning session so they have some clarity regarding their goals prior to their first scheduled meeting with their respective mentor.

### Group Meetings

During the program there will be another group session in September where mentees have the opportunity to openly provide constructive feedback on their experiences from the program. This session will be combined with an appropriate industry site visit.

### Program Operation and Management

The program is run by a sub-committee comprising both apics and LAA members.

Core processes managed by the sub-committee include:

- *Matching* – ensuring that mentors and mentees are appropriately matched and a commercial conflict of interest does not occur.
- *Monitoring* – the success of mentor/mentee relationships is closely monitored.
- *Statutory Requirements* – ensuring that statutory requirements, such as privacy and confidentiality, are met within the program.

## HOW CAN YOU GET INVOLVED?

### Applicants

Anyone who is committed to personal development and is a member of the LAA or apics may apply to be a mentor or mentee.

It is important to note that an experienced person may still obtain value from being a mentee. Mentors are trained in goal setting and coaching techniques that can be effectively applied to a more senior practitioner, as well as those with less experience.

### Be a Mentor

If you are considering being a mentor, typically you would:

- have significant experience and standing in the industry.
- wish to develop your interpersonal skills;
- believe in giving back to the industry; and

- have sufficient time to commit to the following elements of the program: • Meet with mentee at least once per month for 1-2hrs for the duration of the program • Attend a half-day induction and education session • Attend a 2 hour mentor training follow up session • Attend the joint LAA/APICS Meeting at the culmination of the program • Provide feedback on the program as periodically requested.

### Be a Mentee

If you are considering being a mentee, typically you would:

- have a goal or challenge, related to the supply chain industry, that you would like to achieve;
- wish to meet this challenge in a structured and systematic way with the assistance of a mentor; and
- have sufficient time to commit to the following elements of the program: • Meet with mentor at least once per month for 1-2hrs for the duration of the program • Attend a Mentee Feedback Session combined with an applicable Site Visit near the end of the program • Attend the joint LAA/APICS Meeting at the culmination of the program • Provide feedback on the program as periodically requested • Take personal responsibility for the prompt payment of all fees incurred due to my participation in the program.

## HOW IS THE PROGRAM FUNDED?

As a 'smarter thinking' company, Dexion is the major sponsor of this program which exemplifies its philosophy to continuously improve, share knowledge and embrace best practice. These ideas, backed by the experience of training and developing its own staff with the Dexion Academy, make Dexion the ideal mentoring partner.

## FURTHER INFORMATION:

If you have more questions, please contact apics or the LAA.

**NSW, VIC, SA:** LAA - mentor@laa.asn.au / 1300 651 911  
apics - enquiries@apicsnsw.org.au / 02 9891 1411

**QLD:** LAA - mentor@laa.asn.au / 1300 651 911



**apics**® is a non-profit organisation that exists to foster professionalism in manufacturing and associated supply chain activities, through the services we provide both to our members and Australian Industry. Members and students benefit from a solid portfolio of Australian-accredited certificates and diplomas, internationally recognised education programs, short courses, site visits and monthly meetings.

Find out more about apics at [www.apics.org.au](http://www.apics.org.au)

**The LAA:** The Logistics Association of Australia (LAA) represents the interest of professionals in logistics and the supply chain industry. The vision of the LAA is to serve and advance the logistics and supply chain profession in Australia by facilitating the exchange of knowledge and ideas. The LAA acts as a conduit between logistics professionals and industry, government, education bodies and other relevant forums.

Find out more about the LAA at [www.laa.asn.au](http://www.laa.asn.au)