



## ALIA MENTORING SCHEME: Mentor Application

### APPLICANT DETAILS

Given name \_\_\_\_\_ Family name \_\_\_\_\_

Email \_\_\_\_\_

Contact phone (business hours) \_\_\_\_\_ Mobile \_\_\_\_\_

Preferred communication medium with mentee: \_\_\_\_\_

Your location \_\_\_\_\_ Sector \_\_\_\_\_

### PROFESSIONAL EXPERIENCE

Briefly describe your Library and Information Science (LIS) experience. **Please attach your current resume.** Your resume will be forwarded to your matched mentee and you will receive theirs.

What motivated you to want to be a mentor and what do you want to achieve from participating in this mentoring scheme?

### PROFESSIONAL INTERESTS

Please list three or four key LIS fields of interest.

List any specific skills, areas of experience, and interests you would like your mentee to have.

Anything else you would like to tell us or think would help the matching process?



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### CODE OF CONDUCT

In applying for and entering into the ALIA Mentoring Scheme it is understood that the code of conduct is to be adhered to at all times:

- Participants will complete the application form honestly, for the matching of mentees and mentors to be as successful as possible.
- Confidentiality and privacy of the mentoring partnership will be strictly adhered to.
- Participants will enter the mentoring partnership with a commitment to assist each other to develop and learn in an environment that will support honesty, fairness and respect.
- There will be no bullying, abuse or misconduct on the part of the mentor or mentee.
- Participants will honour agreed to time commitments, including preparation for meetings, and clearly communicate any changes to routine.
- If the mentoring relationship is not working for any reason, ALIA will be notified immediately to ensure that the matter is addressed and, if possible, a new mentoring partner allocated. Participants wishing to withdraw from the scheme are required to complete a formal withdrawal process.

### DECLARATION

i) I confirm I am a current financial Personal ALIA member. **Member number:** \_\_\_\_\_

ii) I agree to the Code of Conduct.

Name \_\_\_\_\_

Signature \_\_\_\_\_ Date   /   /

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### PRIVACY

In accordance with ALIA's information handling policy, any personal information provided on this form will be used by ALIA only for purposes directly related to your membership of ALIA, including notifying you of ALIA's functions and activities. We acknowledge that ALIA will not disclose your personal information to third parties, except to a service provider for the sole purpose of performing an activity on behalf of ALIA. ALIA will use all reasonable efforts to ensure that the recipient handles your personal information in accordance with appropriate privacy principles. Your prior consent will be sought for any other proposed disclosure.

**PLEASE COMPLETE & RETURN TO: [pd@alia.org.au](mailto:pd@alia.org.au)**

**CLOSING DATE FOR 2024 INTAKE APPLICATIONS IS FRIDAY 28 JUNE 2024**