

# DDCA MENTORSHIP PROGRAM GUIDELINES

The DDCA Mentorship Program is open to mentees that are early and mid-career academics with a PhD who are associated with one of our member institutions. We maintain a mentor database of experienced creative practice academics across the country and across the disciplines represented by the DDCA.

We encourage the mentor and mentee to design a structure that suits the aims and capacities of both parties. The most important thing is that there is clear communication and setting of goals and expectations at the first mentoring session so that both the mentor and mentee feel supported and respected during the process. Continued communication throughout the experience is also important as expectations and goals change over time.

The DDCA offers 3 opportunities during the year for the mentors and mentees, separately, to attend a zoom session to share their experiences, challenges, and benefits. This is a voluntary opportunity if you think it will be of benefit to you. We also enable the mentee group to establish an on-going self-directed support group if they wish to meet more regularly.

## **Duration of the program**

We recommend that the mentor and mentee set a 12 month timeframe for their engagement, depending on the aims of the mentee and the capacity of the mentor. Within this timeframe we recommend that the mentorship team meet for approximately four formal sessions over that period.

## **Objectives**

The DDCA Mentorship Program is intended to support early and mid career creative research practitioners in any area relating to their artistic and academic practices. For example, a mentee might desire support in academic promotion, career planning, leadership, research methodology, publishing / exhibiting / performing for impact, internationalisation, succession planning, professional and technical development, proposals and grant applications, marketing and promotion, collaboration, working with industry, artist-in-residence schemes, public arts, commissions, negotiating contracts.

Our application form seeks to understand in which area the mentee would like to be supported, and to match that up with the expertise of our mentors. We prioritise this ahead of disciplinary alignment, however, if you would particularly like to be paired with someone from your discipline, please state this in the application form.

## **Boundaries**

The mentors have kindly committed to four, one hour sessions, with their mentee. In order to respect this commitment, we recommend the first session establishes the main interests and concerns of the mentee, and the topics of discussion for the remaining three sessions.

The mentor is not committing to reading material outside of these sessions.  
The mentee is not obliged to perform any tasks as directed by the mentor.

The communication between the mentor and the mentee is recommended to remain at a minimum in between sessions, with clear goals set for periods between sessions, during the formal meeting times.

This is a professional space which focuses on professional goals. For matters that fall outside of this remit, we recommend you seek assistance from your university HR team.

## **Privacy and confidentiality**

All matters shared in the context of the Mentorship Program remain private and confidential between the mentor and mentee. If any part of the discussion or sharing is to be shared with others outside of the mentorship team, this is to be approved by all parties in advance.

During the informal, voluntary, online catch-ups between mentors and mentees, in separate sessions facilitated by the DDCA, any information shared needs to be communicated in an anonymous manner, or needs to have approval from all parties to be shared in advance.

Any information shared during the program needs to remain confidential and private, and not be shared outside of the individuals participating in the program.