

CHECK-LIST FOR MENTEES

PARTICIPATING IN THE CROSS-MENTORING PROGRAM 2005/2006

A strategy for the professional promotion for women in leading positions

1 .Possible areas to be promoted

(Please tick all points where promotion is of interest)

Strength to perform

- To develop quicker in comparison to the peer group
- To extraordinarily perform in comparison to the peer group
- To have a high level of maturity in the accomplishment of difficult tasks and complex challenges
- To be able to understand complex pattern
- To be flexible and able to adapt in different situations
- To lead opinion
- To give direction through clearly formulated messages
- To be of personal strength in difficult situations
- Other: _____

Potential for development

- To show ability for promotion through Self PR
- To initiate proposal for vacant complex or voluminous tasks through hierarchical nomination or job rotation on the same level
- To be transferred to a different product or specification field
- To accomplish change and benefit of it
- Other: _____

Client focus

- To establish optimal client relationship
- To combine the goals of the company with the client's wishes
- To identify opportunities of improvement and to implement them
- To meet internal and external clients with competence and openness
- Other: _____

Team Work

- To develop continuously the cooperation within the team
- To develop cooperation with other business areas
- To support participation in decisions concerning other team members
- To share information
- To intermediate in conflict situations
- Other: _____

Innovation

- To foresee consequences of own actions
- To be result orientated
- To use innovation and changes as an opportunity for the company and herself to initiate, monitor and organize changes
- To adapt quickly and in a flexible way to changing situations
- To show openness towards new ideas, structures and experiences
- To design actively the working environment and to bring in creative ideas and proposals
- To challenge habits
- Other: _____

Performance

- To welcome major challenges
- To show extraordinary commitment
- To have high expectations towards herself and others
- To show clearly outstanding performance
- To apply consciously "best-practice" possibilities
- Other: _____

Confidence

- To enable others to act independently
- To give feed-back
- To request feed-back and to reflect own behaviour
- To fulfil promises
- Other: _____

Miscellaneous

- To better establish Work-Life Balance
- To build up a long term career plan
- To increase authority
- To increase networking
- To better understand gender behaviour
- Other: _____