



ENYGO-ESGO Mentorship Programme 2024/2026

Guidelines for Mentees and Mentors

1. Duration of the programme:

The programme will last **24 months** be starting in **March 2024** and concluding in **February 2026**. If for any reason mentor or mentee decides to cancel participation in the programme before its end, such information must be communicated to ESGO office in writing.

2. Role of the Mentor:

The mentor acts as a coach. His/her role is to aid, support and guide the mentee. The mentor and mentee work together to establish reasonable goals at the beginning of the mentorship programme and decide together about the frequency and form of their meetings.

The aim of the programme is that the mentors share their experience and point the mentees in the right direction regarding the choices and opportunities that are available to them in their career.

The program is NOT for the mentee to ask the mentor for active help in grants or paper writing, active promotion in jobs and programs, and/ or to use their relationship with the mentor in any way for their active promotion or mediation.

3. Initiating Contact:

Upon receiving the mentorship match, the mentee is encouraged to reach out to the mentor via email, providing a brief introduction.

4. First Meeting:

The inaugural face-to-face meeting is scheduled to take place at the **ESGO Congress in Barcelona in March 2024**. During this meeting, mentees and mentors will discuss individual plans, needs, strengths, and weaknesses, laying the foundation for subsequent online interactions. The established aims/goals shall be documented in writing since they will serve as a basis for evaluation of the project.

5. Online Meetings:

Regular online meetings, ideally **every 4 months**, are recommended. The content and structure of these sessions should be tailored to the specific needs of the mentee. Each meeting is expected to last approximately 1 hour and should maintain a one-to-one format. Some suggested topics are e.g.: *How to be successfully involved in clinical research. How to select and apply to ESGO accredited training centres. How to cope with burnout problems. How to build up good relationships with the Head of the Department and with other colleagues. How to achieve work-life balance. etc.*



6. Communication Language:

Meetings should be conducted in **English**, or a language mutually understood by both mentor and mentee to ensure effective communication.

7. Networking Events:

Mentees and mentors are encouraged to participate in networking events at ESGO annual congresses to foster connections within the community.

8. Confidentiality:

A strict commitment to confidentiality is essential for both mentors and mentees throughout the duration of the mentorship.

9. Role Modelling and Support:

Mentors should serve as positive role models, offering academic and life advice, sharing experiences, and actively supporting the successes of their mentees.

10. Financial Responsibility:

Participants are responsible for any costs associated with their participation in the mentorship program.

11. Feedback Mechanism:

Regular feedback, to be provided every six months, should be submitted to the ESGO office by both mentors and mentees, detailing the success and operational aspects of the mentorship program.

12. Program Evaluation:

Within one month of program completion, mentees are required to submit an anonymous survey to the ESGO office, outlining changes in clinical and academic achievements and any new leadership roles attained. This data will contribute to the evaluation and potential publication of the mentorship program.

13. Certificates of Completion:

Both mentees and mentors will receive ESGO certificates upon successful completion of the mentorship program.

*These guidelines aim to create a supportive and constructive mentorship environment within the gynaecologic oncology community and were conducted by **ENYGO-ESGO Task Force: Embracing Gender Equality in Gynaecological Oncology.***