



Christian Medical and
Dental Fellowship
of Australia

CMDFA Mentoring

Principles and Practical Implementation

November 2016



Christian Medical and
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of Australia

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1. Introduction to CMDFA Mentoring

Mentoring relationships have for many ages past provided secure, safe, and creative spaces in which at least 2 persons can explore and maximise goals and activities for the mentee, aiming at growth through reflection and relationship.

We consider mentoring to be

A partnership between a senior and a junior focused on the development of the junior member through goal-directed interaction in integrating faith and practice.

Mentoring and its significance for growth is seen biblically through relationships such as Paul to Timothy, and his provision of “instruction...so that by following them you [Timothy] may fight the good fight, holding on to faith and a good conscience” (1 Timothy 1:18-19, NIV).

CMDFA desires to assist participants to grow in Christian values and to persevere in their faith, particularly during the first five years following graduation. This will be undertaken by providing training and opportunity for members to work together towards this growth, focusing on individual State logistics and requirements.

The following document outlines the processes and definitions for Mentoring, and also envisions variety of forms that Mentor relationships will take across the vast areas of Australian medical and dental practice.

The aim of the document is to support current and future generations of Australian doctors and dentists to integrate their faith and practice, and to grow in godliness to the ultimate end of God's glory and honour.



2. Roles and responsibilities of mentors and mentees

The role of the mentor is as follows

- To have an interest and willingness to invest time, effort, prayer and guidance into the life of the mentee
- Guidance may refer to professional (i.e. related to career) or spiritual / personal realms (i.e. integrating faith and practice, balancing work and family)
- To be available to the mentee to answer questions and provide counsel
- To set goals with the mentee in regard to what could be achieved from the relationship and to review these goals in a timely manner
- To pray for and with the mentee
- To create a relationship of trust with the mentee and to respect confidentiality
- To conduct themselves in a manner in keeping with biblical expectations for one in a position of authority (1 Timothy 3, Titus 1 and 2)

The role of the mentee is as follows

- To be contactable, teachable and honest with the mentor
- To help the mentor set goals for the mentoring relationship
- To pray with and also for their mentor
- To reflect upon the teaching or tasks which the mentor gives the mentee
- To conduct themselves in a manner in keeping with biblical expectations for one under the authority of another (Titus 3, 1 Timothy 5)



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How to commence a mentorship

- Informally, through meeting a prospective mentor via introduction through friends, church, work or organisation e.g. CMDFA
- Formally, through means of a program which matches or assigns mentors and mentees
- The relationship can be started by the mentor approaching mentee, or vice versa

How to conclude a mentorship

- Informally: to cease meeting when 'the time feels right' or when there is a natural severance (e.g. moving away, progressing to a different life stage)
- Formally: agreeing to meet in a mentorship for a defined period of time, and concluding the relationship at the end of this time, or at the completion of goals



3. Approaches to mentoring

Mentoring can take on many different forms. The great advantage of mentoring is that it provides tailored, apprenticeship-style development, and thus by definition every mentoring partnership will be slightly different. Provided clear roles and goals are established at the commencement of the partnership, the mentor and mentee should feel free to explore what works for them, however each session should be purposeful.

With that in mind, the following may provide some structure around which mentoring partnerships might choose to begin. **The mentor should be equipped to train the mentee in the following ways:**

- Growth in Christian maturity
 - ♣ Helping to deal with sin and encouraging towards personal holiness
Colossians 3:1-17
 - ♣ Helping to develop gifts and abilities for service within the body of Christ
1 Corinthians 12:27-31
 - ♣ Perseverance through trials
James 1:2-5
 - ♣ How to apply a biblical doctrine/worldview to work and work scenarios (e.g. ethics)
- Professional development
 - ♣ Advice on career pathway
 - ♣ Work ethic
 - ♣ Specific knowledge or skills (if working together in a similar area)

To fulfil these roles, the mentor should



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- Be a member of CMDFA and adhere to the CMDFA doctrinal statement
- Possess godly attributes necessary for ministry

1 Timothy 3:1-13

- Be in regular fellowship with a congregation of Christians

Hebrews 10:24-25

- Be sufficiently more “senior” than the mentee, both in terms of Christian maturity and professional development.
- Recognize their own limitations and ask for help if issues or challenges emerge beyond the skill of the mentor



4. Matching suitable mentoring partnerships

In the process of developing suitable mentoring relationships, we recognise that it is ultimately God's intention that such relationships would be formed, as we see such relationships within scripture (e.g. Paul and Timothy, Elijah and Elisha).

We endeavour to assist in facilitating suitable relationships through taking into consideration personal and logistical factors of both the mentor and mentee.

A concise application form tailored for mentors and mentees could be designed to

- Determine suitability of applying mentor/mentee for the program, it's vision and core values
- Determine personal interests and specific aims that mentees would like to achieve from the program and help identify suitable mentors

Factors that can be considered when determining suitability include but are not limited to (these factors become more or less important depending on the goals expressed. For example,

- Logistical factors
 - ♣ Proximity of suburbs that mentors/mentees reside
 - ♣ Hospitals they are predominantly placed at
- Personal factors
 - ♣ Age between mentors and mentees (particularly relevant for post-graduate students)
 - ♣ Gender matched
 - ♣ Denomination
 - ♣ Personality factors
 - ♣ Personal interests and aims

It should be noted that denomination or theological preferences may be more important for a goal like personal holiness than it would be for a career-oriented goal.



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Example application forms for mentors and mentees used previously by the Victorian CMDFA Mentoring Committee can be found in the appendix.



5. Regional and state-based coordination

Mentoring is generally associated with a close relationship between two people, a mentee and a mentor. However, there is much benefit in looking at the bigger picture with mentoring. Mentoring can be considered as a large-scale ministry within our State regions.

There are many benefits of having a Statewide mentoring program. These include:

- Having connections with doctors and students that are somewhat removed from your immediate community or hospital.
- Being able to contact mentees or mentors that you are better suited to elsewhere
- Be able to share your stories and experiences with a wider group of people
- Have a wider “pool” to draw from for people seeking mentoring
- Will help reconnect some people to the fellowship who have not been actively involved for some time.

In order for mentoring to become a State-wide program, there needs to be a mentoring coordinator for the State.

The role of the state coordinator would be to obtain contact information of potential mentors and mentees in the state and keep an up to date spreadsheet of these details.

The state coordinator would be responsible for prayerfully connecting mentors with mentees according to specific requests or interests. It is ideal to connect people that are able to meet together in person, however, skype or video chats are also adequate for pairs. If the state coordinator is responsible for pairing mentor partnerships, depending on their level of experience they may need some help/connection with the mentoring committee to help in difficult cases.



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The state coordinator is also to contact the mentors and mentees at the end of each year and ask for feedback from their mentoring experience. This is a good time to gather stories that can be shared (given permission) in larger CMDFA forums. Mentors or mentees may request a new mentor/mentee, which the state coordinator will facilitate. This information can then be fed back to the mentoring committee, who will generate a report for the board.



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Appendix One - Victorian Proposal for Mentoring Program

Aim:

For older, strong, firm, Bible-believing, actively serving Christians within the medical profession to offer themselves, via this program, to be mentors of younger Christians who are studying medicine.

Structure:

This program will be run under the authority of the Christian Medical and Dental Fellowship of Australia (CMDFA), in particular, the Victorian branch. All participants will need to adhere to the following Statement of Belief from CMDFA:

We believe in the Revelation of the one true God (Father, Son and Holy Spirit) and the Gospel of redemption and regeneration through the incarnation, the death, and the bodily resurrection of our Lord Jesus Christ. We believe in the indwelling of the Holy Spirit until Christ returns finally to fulfil all things in Himself as it is given to us in the Bible, which is the divinely appointed authority for faith and life.

A sub-committee of CMDFA will be formed to run this program. The committee should include Christian members of the medical student bodies at Monash University and Melbourne University, with the aim of eventually reaching out to Deakin University. The committee should also include graduates within the medical profession who are able to provide guidance.



The purpose of the committee would be to:

1. Dedicate this program to the Lord.
2. Design the requirements of mentors.
3. Design the requirements of student participants.
4. Decide upon resources to equip mentors and students.
5. Actively seek mentors to join the program.
6. Advertise the program to students to seek their participation.

Requirements of Mentors:

Essential:

1. Be a member of CMDFA and agree with the CMDFA statement of belief.
2. Be living a lifestyle that demonstrates their faith in Christ the saviour (Matthew 12:35).
3. Be an active or retired graduate of the medical profession.

Preferential:

1. Is involved / has been involved with ministry in the local church.
2. Is at least 3 years post-graduation.
3. Male mentors for male students, female mentors for female students.
4. Live nearby the student.

Responsibilities of Mentors:

1. Will complete any training requirements.
2. Will complete a survey on interests/preferences/experience/training etc. enable to help find a good student “match”.
3. Will contact the student and respond to contact from the student.
4. Will complete one of the learning resources with the student.
5. Will be committed to praying with and for the student over the course of the year.
6. Will meet with the student, face-to-face, at least three times over the course of the year.
7. Will agree to be available to the student via email, phone, etc.



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Resources:

Students and mentors could be advised to work through one of the following together:

- CMDFA Synapse Bible Studies: <https://www.cmdfa.org.au/synapse-studies>

This resource would form the basis of the mentoring relationship. From this point, other books or areas of interest could be explored by the student and mentor.

Responsibilities of Students:

1. Will complete a survey on interests/preferences/experience/training etc. enable to help find a good mentor “match”.
2. Will contact the mentor and respond to contact from the mentor.
3. Will complete one of the learning resources with the mentor.
4. Will meet with the mentor, face-to-face, at least three times over the course of the year.

Timeline for the program:

July 2013 to January 2014: Design the program, begin to recruit mentors. ?train mentors.

February 2014: Invite medical students (second year and above) to apply to the program.

March 2014: Launch the program

November/December 2014: End of year celebration for mentors/mentees.



Appendix Two – Mentor Application Form (Example)



Personal Information

1. **First Name ***

2. **Surname ***

3. **Gender ***

Mark only one oval.

Male

Female

4. **Email address ***

5. **Mobile Number ***

6. **Which suburb do you currently live in? ***

7. **Which hospital/s or university campus are you attached to in 2016? ***



8. Do you give us permission to pass these details onto your mentee?

Mark only one oval.

- Yes
 No

Part 1: How I Became a Christian

9. Please detail how you became a Christian and your subsequent spiritual growth. *

Write a maximum of 150 words.

Part 2: About Your Church

10. Name of home church

11. Name of minister

12. Denomination

13. Have you completed...?

Please tick as many as apply.

Check all that apply.

- a) A church membership course
 b) Profession of Faith
 c) Baptism
 d) None of the above
 Other: _____



14. Please detail your historical and current involvement at your church.

15. Please provide at least one person from your church or a mentor who can act as a referee.

This referee may be contacted by email or telephone. A suitable referee would be: church minister, church elder, ministry-team leader, cell-group leader, mentor, etc.

16. Phone number for referee.

17. Email address for referee.

Part 3: Recognition of Prior Experience and Learning

Please include:

- Formal study, e.g. "I did a subject at Bible College."
- Informal study, e.g. "I was a cell group leader and we had monthly leader's training nights"

If you have no experience in this area, that is fine too! Leaving it blank won't count against you.

18. Have you been involved in a mentoring relationship before?

Please include both being mentored and/or a mentor.

19. What ministry involvement have you had at local church level?



20. Have you undertaken any ministry skills training?

E.g. preparing a Bible Study, personal discipleship, presenting a short talk

21. Have you undertaken any theological study?

E.g. Old Testament, New Testament, Christian Doctrine

Part 4: Past CMDFA Involvement

22. Please detail your involvement (if any) in CMDFA up to now (i.e. involvement in any student groups, event and camps attended, any involvement in running events or programs)

Part 5: Medical Career

23. When did you graduate from medical school?

24. What is your specialty?



25. Are you working...?

Check all that apply.

- Part time
- Full time
- Retired
- Clinical
- Academic

26. Have you ever completed any medical mission trips?

Please give a brief summary of the mission work you have been involved with.

27. Do you give us permission to pass these details onto your mentee?

Mark only one oval.

- Yes
- No

Part 6: Vision for Mentoring

Your answers to the following questions will be used to match you with your mentee.

28. I want to be involved in the GROW mentoring program because...?

29. Three words to describe my personality are...?

E.g. focused, relaxed, perfectionist, cheerful, funny...



30. I tend to interact best with people who are...?

E.g. quiet, out-going, serious, funny, patient, spontaneous

31. I feel I would best be able to mentor a student who...?

E.g. background, experiences, characteristics

32. I would be able to commit the following amount of time to this program:

Please note that a minimum of 1 mentoring session per month is expected for all mentoring pairs. Tick as many that apply.

Check all that apply.

- 1 to 2 hours per week
- 1 to 2 hours per fortnight
- 1 to 2 hours per month
- Other: _____

33. Bearing in mind my experience and my other commitments for 2016, the following statement best describes what I am able to offer as a mentor for 2016:

Tick as many that apply

Check all that apply.

- I am able to support a Christian in establishing the foundations for Christian growth.
- I am able to provide regular and frequent spiritual support for Christian who is in need of regular and frequent Christian input.
- I am able to support a Christian who has other supports, but would appreciate the input of a Christian doctor every now and again.
- Other: _____



34. I would be happy to meet with my mentee:

Tick as many that apply

Check all that apply.

- Via email
- Via telephone
- Via skype
- In person over coffee
- In person at their hospital or medical practice
- In person at their home
- Other: _____

35. Which of the following would be important to you in matching with your mentee?

We will attempt to match as best as we can. However this may not be practical in all pairs. Please indicate your most important preferences.

Check all that apply.

- Location (home or work place)
- Church denomination
- Content of mentoring sessions (spiritual or medical/practical)
- Specialty training
- Interest in missions
- Personality
- Interaction style
- Other: _____

36. Do you give us permission to pass these details onto your mentee? *

Mark only one oval.

- Yes
- No

Part 7: How can we best support you as a mentor?

37. I would appreciate training in the following to support me in my role as a mentor:

Tick as many as apply

Check all that apply.

- How to provide mentoring as a Christian professional
- How to provide Christian discipleship
- Other: _____



38. **Would you like to meet with other mentors in the CMDFA grow program over the course of 2016?**

Mark only one oval.

- Yes
 No

39. **How often would you like to meet with other mentors over the next 12 months?**

Check all that apply.

- Every 3 months
 Every 6 months
 Other: _____

Part 8: Confirming your Commitment

40. **I agree to uphold the CMDFA statement of faith: ***

We believe in the Revelation of the One true God (Father, Son and Holy Spirit) and the Gospel of redemption and regeneration through the incarnation, the death, and the bodily resurrection of our Lord Jesus Christ. We believe in the indwelling of the Holy Spirit until Christ returns finally to fulfil all things in Himself as it is given to us in the Bible, which is the divinely appointed authority for faith and life.

Mark only one oval.

- Yes
 No

41. **I agree to have contact with my mentee at least once per month. I will provide sufficient notice (e.g. one week) if I am unable to meet my mentee at the proposed time. ***

Mark only one oval.

- Yes
 No

42. **I agree to complete the online surveys emailed to me throughout the year, which are designed to assess progress, and to identify and fix any issues. ***

Mark only one oval.

- Yes
 No

43. **I agree to respect my mentee and act in a way that maintains professional boundaries. ***

Mark only one oval.

- Yes
 No

Part 9: Events



GROW will have various events throughout the year. To accommodate for most people, many of them will be held on Saturdays.

44. GROW Mentors Training *

The GROW mentors training will be held on Saturday 20th February 2016, 8:30am - 12:30pm.
Location -TBA. Please let us know if you will be available to attend.

Mark only one oval.

- Yes, I am attending
- No, I am unable to attend.
- Maybe. I am currently unsure if I can attend

45. GROW Launch *

The GROW Launch will be held on the afternoon of Saturday 27th February 2016. Location -TBA.
Please let us know if you will be available to attend.

Mark only one oval.

- Yes, I am attending
- No, I am unable to attend.
- Maybe. I am currently unsure if I can attend.



Appendix Three – Mentee Application Form (Example)

Thank-you for taking the time to fill in this form. Your responses will help us match you with your mentor.
All responses will be kept confidential, unless otherwise indicated.

* Required



Personal Information

1. **First Name** *

2. **Surname** *

3. **Gender** *

Mark only one oval.

Male

Female

4. **Email address** *

5. **Mobile Number** *

6. **Which suburb do you currently live in?** *

7. **Which hospital/s or university campus are you attached to in 2016?** *



8. Do you give us permission to pass these details onto your mentor?

Mark only one oval.

- Yes
 No

Part 1: How I Became a Christian

9. Please detail how you became a Christian and your subsequent spiritual growth. *

Write a maximum of 150 words.

Part 2: About Your Church

10. Name of home church *

11. Name of minister *

12. Denomination

13. Have you completed...? *

Please tick as many as apply.

Check all that apply.

- a) A church membership course
 b) Profession of Faith
 c) Baptism
 d) None of the above
 Other: _____



14. Please detail your historical and current involvement at your church. *

Part 3: Past CMDFA Involvement

15. Please detail your involvement (if any) in CMDFA up to now (i.e. involvement in any student groups, event and camps attended, any involvement in running events or programs)

Part 4: Medical Career Aspirations

16. Which University do you attend?

17. Are you under-graduate or post-graduate?

18. What is your current year level?

19. When do you expect to graduate?

20. What areas of medicine are you interested in working in?



21. Do you have any aspirations to do medical mission work? If so, please explain.

22. Do you give us permission to pass these details onto your mentor?

Mark only one oval.

Yes

No

Part 5: Vision for Mentoring

Your answers to the following questions will be used to match you with your mentor.

23. I want to be involved in the GROW mentoring program because...?

24. Three words to describe my personality are...?

E.g. focused, relaxed, perfectionist, cheerful, funny...

25. I tend to interact best with people who are...?

E.g. quiet, out-going, serious, funny, patient, spontaneous



26. I feel I would best benefit from a mentor who...?

E.g. background, experiences, characteristics

27. I would be able to commit the following amount of time to this program:

Please note that a minimum of 1 mentoring session per month is expected for all mentoring pairs. Tick as many that apply.

Check all that apply.

- 1 to 2 hours per week
- 1 to 2 hours per fortnight
- 1 to 2 hours per month
- Other: _____

28. The following statement describes what I am seeking in a mentoring relationship:

Please choose one statement

Check all that apply.

- I am a young Christian, and I would like my mentor to help me establish a strong foundation for my Christian growth
- I am at a place in my spiritual journey where I require regular and frequent input from a mentor to support my growth as a Christian.
- I have other spiritual supports, and I see my mentor someone I can touch base with now and again to provide a the perspective of a Christian doctor
- Other: _____

29. I would be happy to meet with my mentor:

Tick as many that apply

Check all that apply.

- Via email
- Via telephone
- Via skype
- In person over coffee
- In person at their hospital or medical practice
- In person at their home
- Other: _____



30. Which of the following would be important to you in matching with your mentor?

We will attempt to match as best as we can. However this may not be practical in all pairs. Please indicate your most important preferences.

Check all that apply.

- Location (home or work place)
- Church denomination
- Content of mentoring sessions (spiritual or medical/practical)
- Specialty training
- Interest in missions
- Personality
- Interaction style
- Other: _____

31. Do you give us permission to pass these details onto your mentor?

Mark only one oval.

- Yes
- No

Part 6: Confirming your Commitment

32. I agree to uphold the CMDFA statement of faith: *

We believe in the Revelation of the One true God (Father, Son and Holy Spirit) and the Gospel of redemption and regeneration through the incarnation, the death, and the bodily resurrection of our Lord Jesus Christ. We believe in the indwelling of the Holy Spirit until Christ returns finally to fulfil all things in Himself as it is given to us in the Bible, which is the divinely appointed authority for faith and life.

Mark only one oval.

- Yes
- No

33. I agree to have contact with my mentor at least once per month. I will provide sufficient notice (e.g. one week) if I am unable to meet my mentor at the proposed time. *

Mark only one oval.

- Yes
- No

34. I agree to complete the online surveys emailed to me throughout the year, which are designed to assess progress, and to identify and fix any issues. *

Mark only one oval.

- Yes
- No



35. **I agree to respect my mentor and act in a way that maintains professional boundaries. ***

Mark only one oval.

- Yes
 No

Part 7: GROW Events

GROW will have various events throughout the year. To accommodate for most people, many of them will be held on Saturdays.

36. **GROW Launch ***

The GROW Launch will be held on the afternoon of Saturday 27th February 2016. Location -TBA. Please let us know if you will be available to attend.

Mark only one oval.

- Yes, I am attending.
 No, I am unable to attend.
 Maybe, I am currently unsure if I can attend.



Appendix Four – CMDFA Membership

In order to participate in the mentoring program either as a Mentor or Mentee the participant has to be a CMDFA member for the following reasons:

- This is a strategically important program for CMDFA that is going to require the application of significant resources nation-wide.
- It is intended for members and is intended as an encouragement for new memberships.
- That as a member it means that the participant has to sign the statement of faith, so we have an insight into the person's faith position
- That as a member the participant has to be nominated by a member, so it provides a level of character reference

It is important that this is adhered to so that through the membership requirements CMDFA is providing some level of assurance that participants in the program are of good character and meet the CMDFA standards for membership.

This is important as we are introducing participants in both sides of the program to a very sensitive personal relationship.