

The Sophie Grace Fellowship Award for neurodivergent student midwives

Guidance for mentors

About this award

This award is a new departure for The Iolanthe Midwifery Trust. Historically our awards have been for projects. This award is for the person. The award winner will get 12 months of mentoring support (at a maximum of 4 hours per month). The support covers a full year and in this way the momentum is carried on over the term breaks. There may be flexibility to 'carry over hours' in exceptional circumstances, but the award winner will agree to have regular monthly sessions.

Is there a financial element to this?

Yes, we will reimburse the mentor for their hours on receipt of an invoice. This can be monthly or quarterly - whatever works for the individual. The hourly rate is £41.00

Claims can be made using electronic versions or digital images of receipts and invoices. Payment is made by bank transfer and bank account details must be sent to the Executive Director. These are held securely as a payee for online banking and are deleted from the IMT account once full payment of the award has been made. You must make any relevant declaration of income to HMRC and Iolanthe has no liability in relation to any tax or national insurance contributions which may become payable.

Tax residence

Under the Common Reporting Standard, The Iolanthe Midwifery Trust is required to report to the Tax Office any payments to a Recipient who is not tax-resident in the UK or who is a US citizen. The Recipient must therefore declare the full information attached to the terms and conditions and confirm it to be true.

What are you looking for in a mentor?

We are looking for individuals that can commit to the mentoring schedule. Lived experience and previous mentoring experience would be helpful.

We need you to have

- Good listening skills
- Empathy
- The ability to focus on the person
- Presence
- A strength based approach

How will recruitment work?

We ask that potential mentors submit a cv and covering letter. There will be an interview with a mix of Iolanthe staff, trustees and award sponsors. If all goes well you will be added to a 'bank' of mentors. Please send this to moira.dennison@iolanthe.org

What happens when the award is made?

We will contact all available mentors (at this stage we are not looking to establish a large bank of mentors as we are only able to offer this to one student but we need to have choice and back ups) we will give basic details location etc and then ask who is able to commit to the year of mentoring support.

Once we have agreed on an individual (it is important that the parties are not known to each other hence giving the details of the award winner's location). We will speak to both parties and then set up an initial meeting. If everything seems ok at that stage we will then formalise the relationship and give guidelines for you both to agree and sign up to. If either party feels that it wouldn't work, we start the process again - hence needing a small bank of mentors.

As a mentor you will:

- Listen and keep in confidence the issues your mentee shares
- Draw on your own experience to provide insight
- Use your first contact as a compatibility meeting (checking if you would like to work with your counterpart) draw up clear objectives for the partnership as well as practical details.
- Seek The Iolanthe Midwifery Trust's guidance if you are unable to support your mentee

How will the matching work once the award has been made?

Once we have agreed on an individual (it is important that the parties are not known to each other hence giving the details of the award winner's location). We will speak to both parties and then set up an initial meeting. If everything seems ok at that stage we will then formalise the relationship and give guidelines for you both to agree and sign up to. If either party feels that it wouldn't work, we start the process again - hence needing a small bank of mentors.

What happens if either side finds it isn't working for them?

Sometimes things don't work out. This can be to do with circumstances changing, practicalities or a lack of connection. If the fit doesn't feel right, circumstances have changed or there is a conflict of interest you should agree to end the partnership and inform us immediately.

What support is there for the mentor?

The mentor can get in touch with us at any point during the partnership and we will also schedule quarterly partnership progress feedback. There will also be an end of mentoring meeting.

Are there any other check ins?

We will email both parties at the 3,6,and 9 month stages to make sure things are working but obviously concerns can come to us at any time.

What happens to the mentee at the end of the year?

You will both know when the last session is to be and will have been working towards that. This is the time to look back and reflect on how the sessions have worked for.. We will ask that the mentee either writes up a short report or do a video letting us know how it went.

We are also very keen to hear what could be made to work better and you can feed that through. We will invite you and the award winner to our annual awards event in London. This takes place each year in October and it may be that you will have already started the sessions but it is a wonderful opportunity to come along and celebrate with all the other winners.

Confidentiality

There are some exceptional circumstances where we may break confidentiality; usually due to a legal obligation, or to ensure your safety, or the safety of others. These are:

- In the event that terrorism, money laundering or bomb threats are disclosed
- If we receive a statute or court order requesting that we share information
- If we are instructed to by the police
- Where there is risk of abuse to an adult or a child
- Where there is a serious risk to the safety of yourself or others
- In the event that staff and volunteers are threatened or abused
- In the event that the service is abused, preventing others from accessing the support they need

- In the event that someone is taking steps to end their life and we feel sure they do not have the mental capacity to make that decision.

Record keeping

At The Iolanthe Midwifery Trust we will need you to submit an invoice for the hours and dates that your mentoring sessions took place so we can process this for payment.

When working with your mentee you should agree on a shared form of record keeping which details:

- Date and times of sessions
- Key areas to be discussed
- Plans/action points

Resources

- [RCM Neurodivergence Awareness Toolkit](#)
- [RCM Neurodiversity in the workplace iLearn](#) (behind a paywall)
- NHSE London RePAIR project: [Supporting and assessing neurodivergent learners and staff](#)

Interested in the mentor role?

Please contact moira.dennison@iolanthe.org to express your interest