

**MEMBERS' PATHWAY  
GOOD PRACTICE  
ROLE PROFILE: PROVINCIAL MENTOR**

***Purpose of the role***

1. To oversee and manage Mentoring within the Province.
2. To promote a planned approach to Mentoring so that all new members receive the information, personal contact and encouraging support appropriate to their individual needs.
3. To support Lodge Mentors and/or Royal Arch Mentoring Coordinators within Lodges and/or Chapters.

***Reporting to***

Each Provincial Grand Master / Grand Superintendent will determine the reporting relationship. Ideally will report directly to a member of the Provincial Executive.

The role is key to the health and strength of Freemasonry in the Province so the incumbent is likely to be a member of a strategic team or teams concerned with development and educational issues. In large Provinces he may lead a team of Area Mentoring Coordinators. He will be Provincial Grand Mentor (ProvGMentor) if appointed to a collared office in the Craft Province.

***Support***

The MWP Sub-Group has oversight of Mentoring on behalf of UGLE and is responsible for organising support for Provincial Mentors.

***Measure of success***

Percentage retention of new members in Craft &/or Royal Arch within one, three, five and ten years of joining.

***Main activities***

- a. To prepare and agree with the Provincial Executive a local Mentoring strategy and objectives.
- b. Promote and encourage the adoption of planned Mentoring in all Lodges / Chapters.
- c. Identify and share best practice in mentoring around the Province.
- d. Produce local support materials (eg, welcome letters, Initiate's Guide, etc).
- e. Organise mentoring training sessions for Lodge Mentors, Mentoring Co-ordinators and personal mentors.
- f. Establish support groups, to facilitate networking between Lodges / Chapters.
- g. Work with others to arrange new members' meetings and networking events.
- h. Promote "supported visiting" so that new members are accompanied on visits to other Lodges / Chapters.
- i. Maintain an up-to-date database of Lodge / Chapter Mentors and Mentoring Coordinators.
- j. Monitor the progress and effectiveness of mentoring in Lodges / Chapters.
- k. Report to the Provincial Executive on successes, problems and initiatives.
- l. Provide the Provincial Executive and others with the necessary material to promote the scheme.
- m. Works as part of a national team, collaborating with other Provinces and co-ordinated by the MWP Sub-Group on behalf of UGLE, to assist with the development of suitable supporting materials and to identify and share best practice.

***Skills and qualities***

- a. Knowledgeable and experienced in Freemasonry
- b. Respected by others
- c. Able to inspire confidence
- d. Open, inspiring trust and confidentiality
- e. Encouraging, helping others to value their own work and development

- f. Focussed in approach, sharing clear aims, goals or objectives
- g. Has stimulating ideas and is interested in discussing the ideas of others
- h. Supportive of and adaptable to change – personal and institutional
- i. “Customer service” skills
- j. Able and willing to give time to the role
- k. Adopts a coaching rather than instructional style.

*Note: For ease of reading, throughout the Members’ Pathway we refer to Provinces. All references to Provinces should be taken to apply equally to Metropolitan and District Grand Lodges / Chapters.*