



Mentoring Programme for Women in Law Hong Kong
Mentee Application Form – 2023 Cycle

As part of Women in Law Hong Kong’s commitment to enhancing the profiles, skills and networking opportunities of women in the legal field, we are delighted to introduce our 2023 Mentoring Programme.

The WILHK Mentoring Programme is designed to run from February– November 2023, with group events starting from March 2023 and we are looking for mentee candidates who:

- have three to seven years of work experience in the legal field;
- are willing to commit to 100% participation in the WILHK Mentoring Programme;
- are dedicated to listening and learning from our Mentors;
- have specific goals that they would like to achieve; and
- adhere to confidentiality to ensure a relationship of trust.

Please take the time to respond thoughtfully to the questions below. The deadline for submission is **3 February 2023**.

Personal Details

Name:		
Contact details:	Work tel. no.:	
	Mobile no.:	
	Email:	
	Instant messages number / identification name (e.g. whatsapp, wechat)	
Employer and current job title (If you are involved in other organisations / community / committees that you think would be relevant or can bring synergy to this program, please feel free add here):		

Area of practice / department and responsibilities:	
Description of your career so far. This information will be extracted in a "Class of 2023" booklet that will feature all the participants.	

Commitment

Please confirm the following:

- I will commit to a minimum of 3 one-on-one catch-ups with my mentor over the duration of the WILHK Mentoring Programme.
- I will commit to attending a minimum of 5 group mentoring events over the duration of the WILHK Mentoring Programme.

Mentor Preferences

Please indicate your gender preference for a mentor, along with a short explanation for your preference:

- Female _____
- Male _____
- No preference

Communication Preferences

What is your preferred method of communication? (Indicate top preferences from 1-3):

- Email
- Instant messages (e.g. whatsapp, wechat)
- Telephone
- Video conference (e.g. Zoom, Skype, FaceTime, etc.)
- In-person: in office
- In-person: lunch/coffee
- Other:

Mentor Preferences

Please describe any preferences for a Mentor. Include, among other things, primary practice area focus, years of experience, language preferences, background, etc.

Mentee Goals for WILHK Mentoring Programme and Career

Please state what (no more than five (5) things) you are trying to achieve or think you would benefit from by participating in the WILHK Mentoring Programme.

Have you participated in a mentorship programme (within or outside of your organization) in the past? Why does the WILHK Mentoring Programme appeal to you?

What do you anticipate your career path to be over the next few years?

Self-Reflection

Please describe three (3) strengths and three (3) improvement areas you wish to focus on during the WILHK Mentoring Programme.

Are there aspects of your current job or your career path that you desire to see a difference? If so, please describe. How do you think you might work to enhance the chances of a difference being made?

Describe a situation in which you faced a gender related challenge in the workplace. How did you address this issue in the past? How would you address this issue today?

Please describe any additional criteria important for us to consider in reviewing your application. For example, if law is not your first career, please indicate and briefly describe your previous role(s) and what prompted you to make a career move to law.

Other

We aim to incorporate in-person skills training on topics of interest to mentees and mentors in the Programme, with high levels of engagement. Please indicate your top 3 topic preferences (1=most preferred, 2=second choice, 3=third choice).

- _____ Communication skills – Executive presence
- _____ Communication skills – Giving and receiving feedback
- _____ Communication skills –Everyday negotiations – the art of saying ‘no’ & getting to a ‘yes’
- _____ Communication skills – Conflict management
- _____ Communication skills – Handling difficult conversations
- _____ Career progression – Goal setting
- _____ Career progression – Personal and professional brand
- _____ Career progression – Career mobility conversations
- _____ Career progression – Stakeholders: mapping & management
- _____ Career progression – Art of networking: making authentic connections
- _____ Leadership & management – Team leadership & management
- _____ Leadership & management – Project management & delegation
- _____ Managing yourself – Resilience, managing stress, adjusting to new ways of working
- _____ Managing yourself – Time management, multi-tasking, optimizing your productivity
- _____ Others: _____

Are there any particular social events, activities or networking exercises that you would like to be included in the WILHK Mentoring Programme?