



Mentoring Programme for Women in Law Hong Kong  
Mentee Application Form – 2021 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 2021 Mentoring Programme.

The WILHK Mentoring Programme is designed to run from January – November 2021, and we are looking for mentee candidates who:

- have approximately three to seven years of work experience in the legal field;
- are willing to commit to full participation in the WILHK Mentoring Programme;
- are dedicated to listening and learning from our Mentors; and
- have specific goals for their participation.

Please take the time to respond thoughtfully to the questions below. The deadline for submission is 15 January 2021.

**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 also add here):		

Area of practice / department and responsibilities:	
Description of your career so far.  This information will be extracted in a "Class of 2021" booklet that will feature all the participants.	
Have you participated in a mentoring programme before? <i>Describe briefly.</i>	

**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 2 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

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:

Please describe any additional 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.

Does your current organisation have a mentoring programme? If so, are you participating or have you participated in the past, and 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 skills training on topics of interest to mentees and mentors in the Programme, with high levels of engagement whether in person or virtually. Please indicate your top 3 topic preferences (1=most interest, 2=second choice, 3=third choice).

- \_\_\_\_\_ Communication skills - Executive presence
- \_\_\_\_\_ Communication skills - Giving and receiving feedback
- \_\_\_\_\_ Communication skills - Engaging communication through storytelling
- \_\_\_\_\_ 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 - Leveraging your professional network & effective networking
- \_\_\_\_\_ Leadership & management - Team leadership & management
- \_\_\_\_\_ Leadership & management - Project management & delegation
- \_\_\_\_\_ Managing yourself - Resilience, managing stress
- \_\_\_\_\_ 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?