



# Kaleidoscope Mentoring Program

## Mentee Application – Part 1

### Important Information before starting KMP Mentee Application

#### Documents needed for your mentee application

- Your updated CV/Resume
- Your certificate of English proficiency (IELTS or equivalent)
- Your Australian visa/passport/citizenship certificate
- Your current National Police Clearance Certificate (issued within 6 months) – If you do not have one, City of Stirling can apply on your behalf at **no** cost to you

#### Mentee Eligibility

To be connected with a mentor, you need to:

1. be legally entitled to work in Australia (**permanent** work rights).
2. have lived in Australia for 5 years or less
3. have a minimum post-secondary education equivalent to a diploma or degree
4. have a minimum of 2 years of international work experience in their profession
5. have limited (i.e. less than one year) or no Australian work experience in your profession
6. be currently unemployed or underemployed (i.e. not working in your field of expertise)
7. have a current National Police Clearance Certificate (obtained within the last 6 months).  
If you do not have a police clearance the City of Stirling can apply for one on your behalf at **no** cost to you.
8. have the appropriate English language proficiency to perform effectively in the workplace in your field. (Managers/Professionals need IELTS Band 7 or equivalent. Technical/non-client facing roles need IELTS Band 6 for or equivalent. See more information from the [Department of Home Affairs](#).)

#### Mentee suitability

As a highly skilled and newcomer professional, you need to:

1. be actively seeking work in your qualification field
2. have current core skills required to work in your field
3. be able to commit to working with a mentor for 30 hours over 3 months.

#### Mentee readiness

To show your job-readiness, you will need to show you have:

1. Job search skills: a job-search-ready resume, interview skills, basic networking skills
2. Job supports: e.g. transportation, childcare or other supports required to enable securing suitable employment
3. Appropriate attitude: openness to act on constructive advice and willingness to try new approaches to job searching.

#### Time Commitment

**30** hours (minimum) over **3** months = **18** hours of mentoring + **2** hours each of Orientation Session, Cultural Competency and Graduation Ceremony + **1** hour of completing Session Logs + **5** hours of preparing for your meetings.



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### 2019 Intake 2 Timeline

- ✓ 30 May 2019 : Applications open
- ✓ 30 Jun 2019 : Mentee/Mentor applications close
- ✓ 31 Jul 2019 : Communicate the matches to the mentors/mentees
- ✓ 05 Aug 2019 : Confirm all mentee/mentor matches
- ✓ 19 Aug 2019 : KMP 2019 Cycle 2 starts
- ✓ 10 Nov 2019 : KMP 2019 Cycle 2 closes
- ✓ 14 Nov 2019 : Graduation Ceremony

For more information on Kaleidoscope Mentoring Program, please visit our [website](#).

### Questions in KMP Mentee Application – Part 1

#### Important Information

1. I've read and understood the **Important Information** above. I also confirm that Kaleidoscope Mentoring Program or their mentor's role is NOT to find a job for me but to guide me on the Australian hiring process, Australian work culture and like topics.

#### Basic Information

2. First name/ given names
3. Last name/ Surname/ Family Name
4. Preferred Name (for your name tags)
5. Your Address and Contact Information (Address, Email, Mobile)
6. Date of Birth
7. What is your Gender
8. Do you have a disability or impairment? (A disability may be defined as any of the conditions below that can impact on a person's lifestyle and/or everyday function)
9. What is your country of birth?
10. What is your main language spoken at home?
11. What other languages do you speak?
12. Please provide your LinkedIn profile's URL.
13. Please upload your most updated resume/CV that reflects your past experience (Only PDF, DOC, DOCX, PNG, JPG and JPEG files are supported).
14. What field/profession/industry do you want to be mentored in? (Please note that this should be the same field in which you have international work experience and not a new field you want to transition into.)
15. How did you first find about the program?

#### Australian Work Rights

16. Which of the following categories best describes your work right status in Australia?
  - a. Australian Citizen
  - b. Permanent Resident
  - c. Permanent Work Rights
17. Please attach a copy of your Australian Visa/Passport/Citizenship Certificate (Only PDF, DOC, DOCX, PNG, JPG and JPEG files are supported).



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### Length of International Experience

18. How many years on international experience do you have in your profession/industry before coming to Australia?

### Time in Australia

19. Did you permanently move to Australia before 01 July 2014?

### Australian Experience

20. What is the length of the period that you worked in your profession/industry in Australia?

### English Competency

21. Do you believe you can proficiently speak and write in English to perform effectively in the workplace in your field (IELTS Band 7 for Manager/ Professionals OR IELTS Band 6 for Technical non-client facing role or equivalent standard)

22. Please attach your IELTS/equivalent tests result or certificate (Only PDF, DOC, DOCX, PNG, JPG and JPEG files are supported).

### National Police Clearance

23. Do you have a current National Police Clearance certificate (issued within the last six months)? If you do not have one, The City of Stirling can apply for one on your behalf at no cost to you.

24. Please attach your National Police Clearance obtained within the last 6 months (Only PDF, DOC, DOCX, PNG, JPG and JPEG files are supported)?

### Terms and Conditions

25. I understand that my mentor

- a. may introduce me to occupation-specific networks and provide advice.
- b. may provide me with guidance on how the hiring process works in many companies in Western Australia
- c. may be able to help me prepare for an interview, and,
- d. may help me understand work culture in Australia.

26. I confirm the following:

- a. I understand and confirm that this program is **not** a job-finding program.
- b. I commit to putting in a minimum of 30 hours over a period of 3 months for my mentoring.
- c. I will attend **ALL** Kaleidoscope Mentoring Program's training and other sessions
- d. I understand that I get **only once** chance to be a mentee in the Kaleidoscope Mentoring Program.

27. I have read the [KMP Code of Conduct](#) and accept its Terms and Conditions.

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