

HOW TO MENTOR YOUR YOUTH EMPLOYEES IN WORK

Be committed to listening to young people and to provide opportunities for their voice to be heard in your businesses.



GOALS

Develop goals with your young person; short, medium and long term. Have the next stages mapped out and keep your promises as they achieve those milestones.



WATCH ME

Remember, the job maybe routine to you, but a young person can gain a lot from shadowing and then participating.



Include your young staff in your social media strategy so that they can create posts.

CHECK-IN

Staying on target is crucial so schedule regular meetings to check in, hear any concerns, celebrate any successes. What may be a normal day's work for an experienced employee may be a major win for a new one.

INDUCTIONS

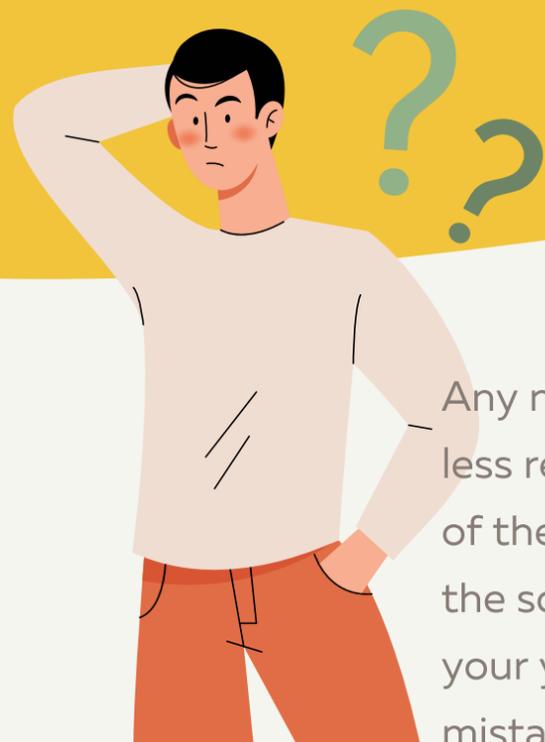
Inter-department Inductions – allocate time for your new hire to spend time in each department and shadow fellow colleagues. Ask them to observe different employees' roles, responsibilities and behaviours. This allows new employees to understand the bigger picture and see future career pathways.

CUSTOMERS

Introduce your young staff to customers, the fastest way to build a strong sense of responsibility is to understand who they are accountable to.



SUPPORTING YOUR NEW STAFF



FEEDBACK

Any new employee will make mistakes, but youth are less resilient and often feel that they are failing because of the mistakes there are making. They are still used to the school model of teaching and testing. Reassuring your young employee that they are doing well and that mistakes are to be expected can build confidence quickly.

REVIEW

Review results with young people. Praise success. If necessary, provide constructive advice about the task and hints on how to tackle future tasks or ways to improve.

If you are struggling with managing your young person, ask around the office with people you trust. They may have ideas or a different relationship to intervene.



MENTAL HEALTH

Always be considerate of mental health and wellbeing issues that may be affecting performance and even be life-threatening for your young person.



TEAM LEADERS

Choose the team leader/supervisor carefully. Your young person will have low tolerance or resilience for bad management.

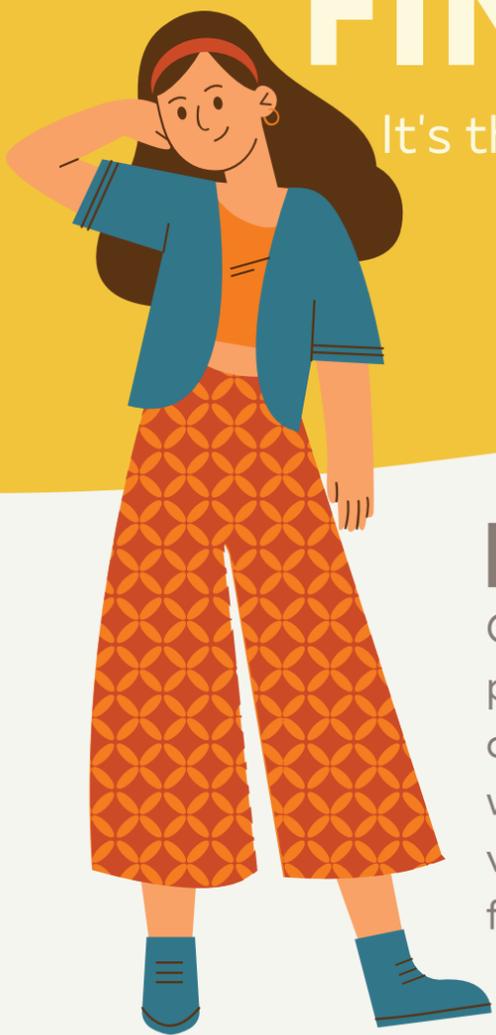
TECHNOLOGY

Your more experienced employees may be sceptical of using technology but your young employees will be highly proficient with it. Most young people can type faster than they can write, so consider switching from paper systems to laptops or tablets.



FINAL TIPS

It's the small things that count



NEXT STEPS

Consider career progression for an entry-level position. Often, young people thrive on the opportunity to build on their skill set, especially when it helps other areas of the business. If it adds value to the company and helps the young person feel valued, then it's a win-win.

TRY LAUGHING!

Humour is a way for young Pasifika & Māori to relate to others so being able to have a laugh is important, being too serious means they are less likely to be themselves around you.



Now an employee, it's a great time to inspire future hires. Obtain their stories and use them to build a message that attracts other like-minded young people. The cycle never ends.



STAND FOR SOMETHING

Young people are tuned into social and environmental concerns. Feeling they are contributing to a solution in their job is a huge motivator.

COMMUNITY

Young people want to feel like they're making a difference and belong. Allowing time in their schedule to contribute to something that will impact the community will help them achieve this feeling and build your organisations social licence.

