



# MENTORSHIP PROGRAMME HANDBOOK

INTERFAITH DIALOGUE ON VIOLENT EXTREMISM

2025 / 2026

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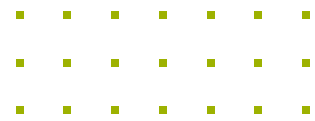
# About iDove



In February 2017, the African Union Commission’s Directorate of Citizens and Diaspora Organizations (AUC-CIDO) and the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH, commissioned by the Federal Ministry for Economic Cooperation and Development (BMZ), jointly launched the interfaith Dialogue on Violent Extremism (iDove) pilot project, using innovative youth-led approaches to highlight the soft power of religion in preventing violent extremism (PVE). Since then, the project has been running annual capacity-building programmes for youth from Africa, Asia, Europe and the Middle East.

The iDove Mentorship Programme connects iDove generations across regions and faith traditions through peer mentoring, a reciprocal model that strengthens skills, networks, and care within the community.

# What is Peer Mentorship?



Peer mentorship is a structured, mutual learning relationship where two people in a similar field support each other's growth toward agreed goals. Unlike traditional, top-down mentoring, peer mentoring is reciprocal: each person brings knowledge, networks, and perspective.

## Peer Mentorship offers...

- A culture of continuous learning
- A diverse range of perspectives and experiences
- A sense of accountability and motivation towards goals
- A safe space for personal and professional development
- The expansion of professional connections

## Principles of Peer Mentorship

- 1.** Practice reciprocity: teach and learn.
- 2.** Share accountability: show up for yourself and each other.
- 3.** Be attentive, open, and honest: listen actively and attend to your partner's needs and challenges.
- 4.** Be patient: honor that mentoring takes time; extend patience to your own and your partner's progress.
- 5.** Offer constructive feedback and support: make it specific, actionable, and growth-oriented.

# Mentorship Program Life Cycle



Interested iDovers complete a short interest survey indicating their professional goals and areas of interest.

iDovers are matched with a peer mentor who has relevant experience and/or expertise. Peer mentors receive a virtual orientation.

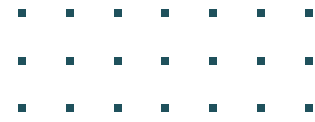
## Commitments

- Commit to bi-weekly meetings
- Attend virtual orientation
- Agree to the Code of Conduct and Safeguarding policies.
- Willingness to set goals, document sessions lightly, and give/receive feedback.

Mentor pairs meet twice per month, for 3 months, for a total of 6 sessions, briefly documenting their session outcomes as they go.

Peer mentors create a mentorship agreement establishing clear goals and expectations for their time together.

# Code of Conduct



## **1 Curiosity & Care** \_\_\_\_\_

I will engage with curiosity and care across lines of faith, belief, identity, nationality, gender, and ideology. No harassment, hate speech, or bullying.

## **2 Non-violence** \_\_\_\_\_

I will use language that is civil, nonviolent, and non-inflammatory. If conflict arises, I will de-escalate rather than amplify tension.

## **3 Boundaries** \_\_\_\_\_

I will honor boundaries, time limits, availability, and access needs.

## **4 Accessibility** \_\_\_\_\_

I will proactively accommodate language preferences, disability access needs, bandwidth/tech constraints, and faith calendars.

## **5 Data Safety** \_\_\_\_\_

I will handle any shared data responsibly and securely.

## **6 Confidentiality** \_\_\_\_\_

I will maintain a high level of confidentiality which is appropriate and is agreed at the start of the relationship.

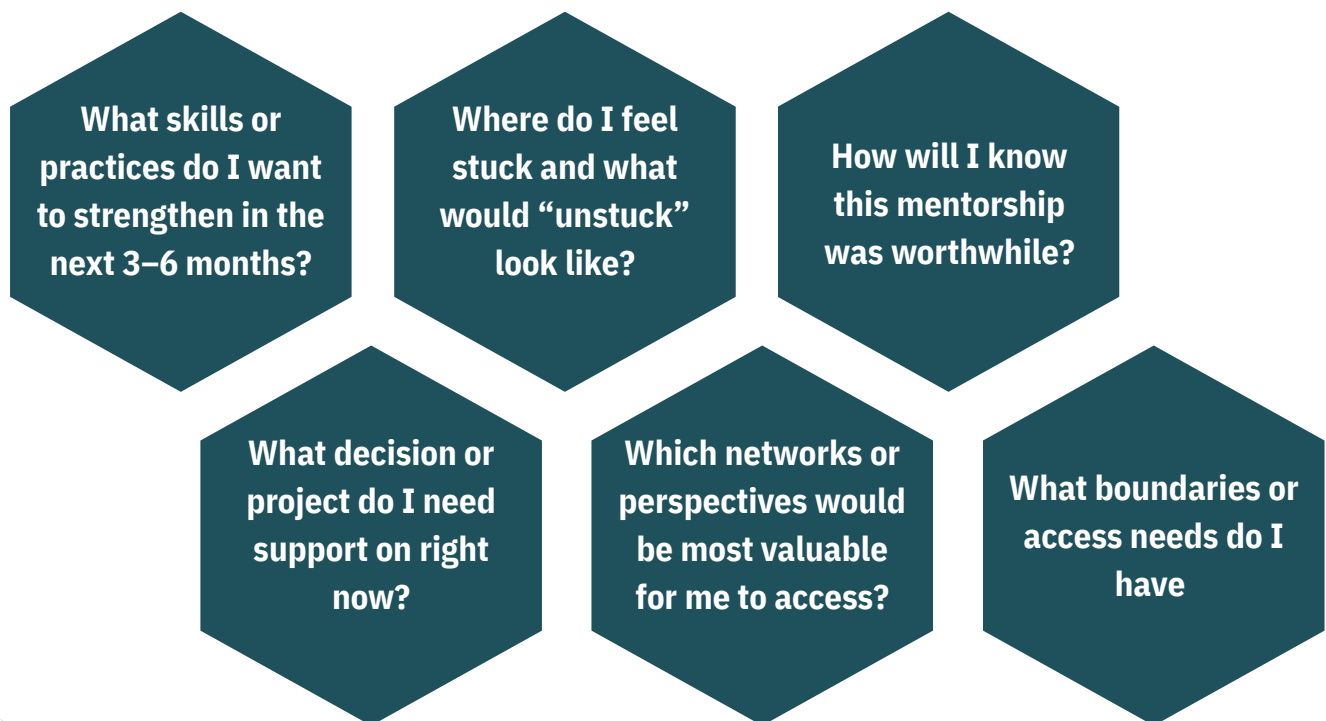
## **7 Reporting** \_\_\_\_\_

If I perceive risk of harm to self/others, I will escalate to the Secretariat rather than handle alone



## Establishing Goals & Expectations

**What do you hope to gain from mentorship?** Before entering into a mentorship relationship, it is important to first reflect on this question and be ready to communicate your goals and aspirations for mentorship to your peer mentor. In your first session, you and your peer mentor should establish clear expectations and goals to help both parties understand what is expected of them and what they hope to achieve through the partnership. You might use the following questions to explore your shared goals & expectations:



**Tip: Make goals SMART (specific, measurable, achievable, relevant, time-bound) and agree how you’ll check progress.**



## Setting Norms & Boundaries

**Why is it important to set norms?** Establishing clear norms for scheduling, communication, confidentiality, and roles reduces misunderstandings, creates psychological safety, and helps both partners share power equitably. In your first session, co-design these basics and capture them in a simple mentoring agreement so your meetings stay focused, inclusive, and action-oriented.

### Scheduling & Communication

- How will you schedule your meetings?
- What religious or cultural holidays do you each observe?
- How far in advance should you notify each other to reschedule?
- How will you make up missed sessions?
- What does respect for time look like for you (punctuality, ending on time, buffer time)?
- What is the primary channel you will communicate by? Ie. email, whatsapp, signal

### Agenda Co-Creation

- How will you select the topic and set the agenda for your mentorship sessions?

### Roles

- Decide if one person leads each session or if you prefer co-facilitation.
- For each session, designate a note taker

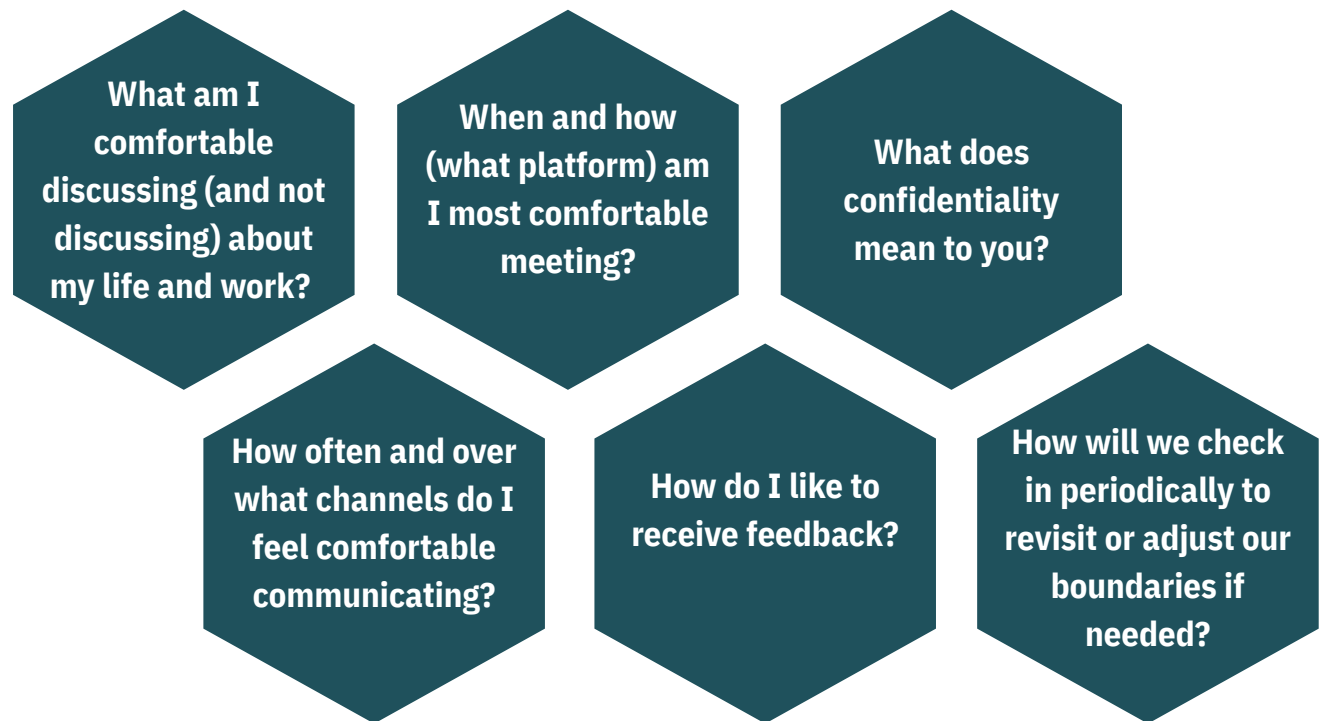
#### Tips:

- **Set a standing day/time (e.g., every other Tuesday at 5 PM). If your schedule shifts, use Doodle, When2Meet, or Calendly**
- **Create a shared document with a list of topics you would like to explore.**



## Setting Norms & Boundaries

**Establishing clear boundaries and expectations** around issues like confidentiality, time commitments, and communication styles helps to ensure that both parties feel comfortable and respected in the relationship. Before discussing your boundaries with your mentor, take some time to reflect alone on the following questions:



**Discuss your answers to these questions with your peer mentor and be clear about your boundaries and limits. Be willing to say no if something is outside of your comfort zone or capacity. Make a plan to periodically check in with each other to make sure the boundaries are still working for you.**



## Creating Your Mentorship Agreement

Once you have discussed your goals, expectations and boundaries, you should create a mentoring agreement that outlines the purpose, scope and expectations of the partnership. This might look like a one-page document, a shared note, or an email you both confirm.

### What to include in your Mentoring agreement:

- **What is our purpose for this mentorship, and what 2–3 goals (with success indicators) will guide us?**
- **How often, how long, and through which platform will we meet?**
- **How will we plan the topic and scope of our sessions?**
- **What is in scope for this mentorship, and what is out of scope?**
- **What are our confidentiality norms, what (if anything) can be shared, and what are the limits for safety?**
- **What boundaries, availability windows, and response-time expectations do we have?**
- **What access, language, or wellbeing needs should we accommodate?**
- **How will we give and receive feedback?**
- **What is our cancellation policy, and how will we handle missed meetings?**



## Asking Quality Questions

### Use Open-Ended Questions Rather than Giving Advice

We've all got an irresistible urge to offer advice—it's a basic human instinct. We often switch to our expert, solve-it mode. The truth is people usually have the seeds of their own answers. Your task is to help them surface those answers and choose their next step. Open-ended questions invite reflection, surface assumptions, and expand options, while giving advice tends to anchor the conversation to your view, trigger defensiveness, or prematurely narrow the path forward.

**Open-ended questions begin with the following words: why, how, what, describe, tell me about..., or what do you think about...**

**What is the hardest/most challenging part of this for you?**

**What advice would you give to a friend in your situation?**

**What does confidentiality mean to you?**

**Imagine having a dialogue with the wisest person you know. What would they tell you to do?**

**If you could try anything to solve this, what would you try? And what else?**

**What might stand in the way of this idea, and what could be done about that?**



## Asking Quality Questions

### Avoid Leading Questions

Leading questions reveal our own assumptions and opinions, rather than holding space for genuine thoughts and reflections of the person we are asking the question to. Instead of “Don’t you think that approach is risky?” try “What risks do you see, and how might you mitigate them?”

“Shouldn’t you email the director?”

Who needs to be looped in, and why?

“Isn’t time-blocking the answer?”

“What has helped you protect focus time before?”

“Wouldn’t a webinar work better?”

“What format best fits your goals and audience?”

**Tip: When “why” might feel accusatory, switch to what/how (“What led you to that choice?”).**



## Active Listening Techniques

Technique	Purpose	Example
Encouraging	Brief cues that show interest and invite more sharing.	“I see... that must have taken a lot of effort.”
Eliciting	Open questions that draw out details, needs, and concerns.	“What’s most important to you about that situation?”
Restating	Paraphrase to confirm you heard correctly.	“So, you’re saying that communication in your team has been challenging—did I get that right?”
Clarifying	Ask for specifics to clear up ambiguity.	“I want to make sure I understand—when you say it was difficult, what part felt most challenging?”
Empathizing	Acknowledge feelings and perspective without agreeing.	“That sounds like it was really frustrating for you.”
Summarizing	Briefly restate the main ideas to confirm shared understanding	“It seems like the main issues are feeling unheard and wanting clearer communication.”
Reframing	Turn problem language into goal-focused, neutral language.	“It sounds like you want everyone to be heard?”

**Tip: You can use this list of feelings and values to reflect back what you hear your peer mentor saying.**





## Giving & Receiving Feedback

Before offering your advice or feedback, ask your peer mentor what they would need in that moment, empathy, curiosity, reflection, advice, a resource, etc. If feedback is what they request, follow these best practices:

### 1. Be Specific & Objective

- Focus on observable behaviors or specific outcomes.
- Use objective clear language.
- Avoid generalizations and personal judgements

### 2. Focus on Actionable Insights

- Offer concrete suggestions or steps for improvement.
- Ensure feedback leads to practical and achievable actions.

### 3. Maintain a Balance Between Positive and Constructive Feedback

- Acknowledge and appreciate strengths and successes.
- Address areas needing improvement without overshadowing positives
- Use a supportive tone to encourage and motivate.

### 4. Promote a Two-Way Dialogue

- Encourage the recipient to share their perspective and thoughts.
- Listen actively to their responses and concerns.
- Foster a collaborative environment for mutual growth.

### 5. Focus on Behavior, Not Personality

- “I noticed you spoke quickly, and others couldn’t follow,” not “You’re impatient.”

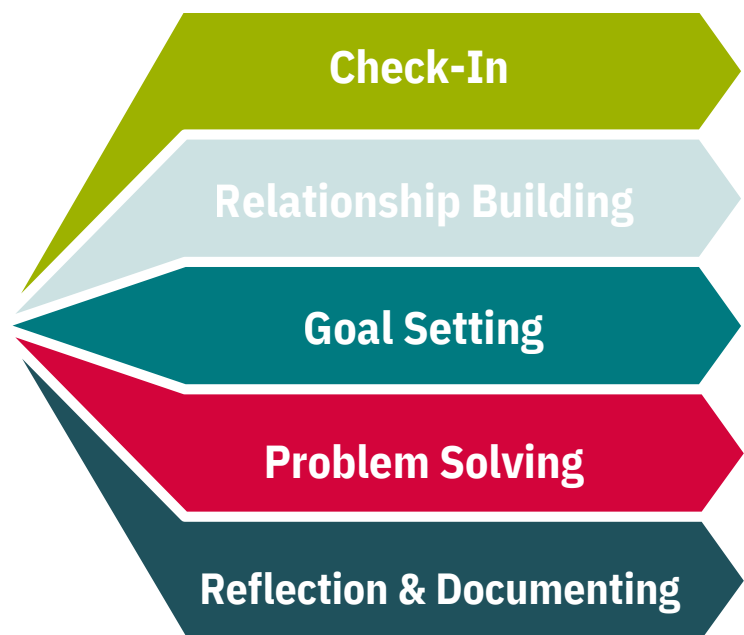


**Tip: Feedback lands best when delivered with curiosity and partnership, not authority.**

# Structuring Your Mentorship Sessions



## Mentorship Session Elements



**Sample Check-in Activities:** Begin with consent and a brief grounding to arrive together. Invite each person to share:

- Rose–Bud–Thorn: Share one win (rose), one possibility (bud), one challenge (thorn). One word for how you're arriving today.
- Weather Report: "My internal weather is \_\_\_\_ because \_\_\_\_."
- Consent Menu: Do you want listening, brainstorming, or feedback today?"
- Any time limits or energy levels to note?
- Any language, tech, or wellbeing needs for this session? (e.g., slower pace, screen break, prayer time)



## Relationship Building

**Relationship Building** is at the heart of effective mentorship, it's what transforms a transactional exchange of advice into a sustained, mutual learning journey. The following are conversation starters to facilitate authentic dialogue.



**10 Things in Common:** Both peer mentors list out things about themselves on a piece of paper or verbally, aiming to find at least 10 things they have in common. This can range from hobbies, favourite foods, places visited, or professional interests.



**Five-Minute Life Story:** Each person takes five minutes to share their life story with as much detail as they feel comfortable sharing. This can help highlight key experiences that have shaped them.



**The Best Advice:** Each person shares the best piece of advice they've ever received and a story about how it impacted their life. This can provide valuable insights and foster a mentorship culture of learning from others.



**Artifact Show-and-Tell:** Each brings a small object tied to their work/faith/community; share why it matters

### Tip:

- **Practice cultural humility:** Be curious: "How is mentorship understood in your community?"
- **Affirm dignity and difference:** Use inclusive language. Avoid assumptions about gender, culture, or background.



## Goal Setting

Understanding and defining our goals allows us to share them with others, inviting our network to walk alongside us toward what we are building. The following is an activity you may use to guide your peer mentor in identifying their goals.

### Value's Aligned Goal Setting Activity

Step 1: Take some time to look at Brené Brown's list of values.

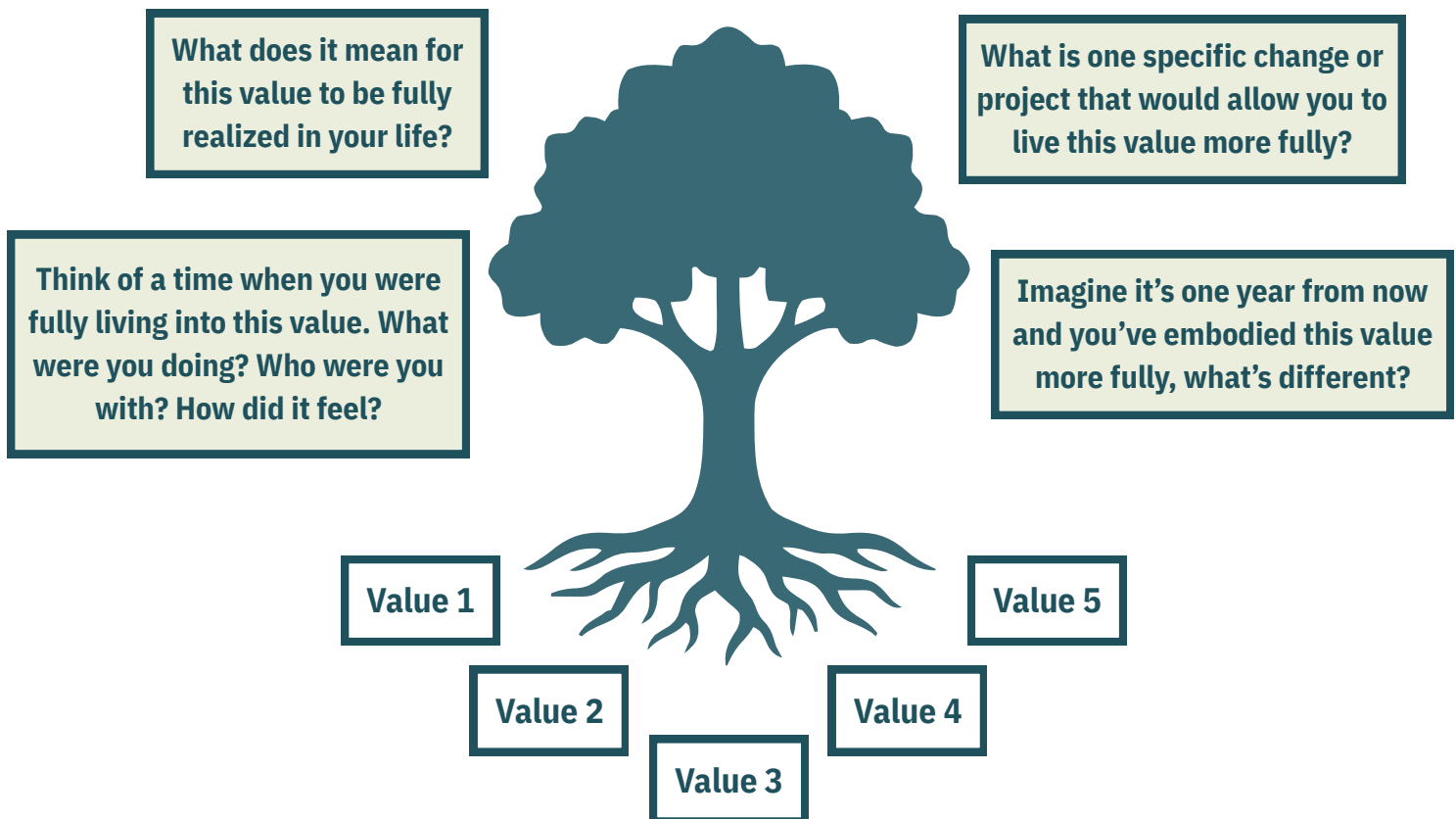
Circle or highlight your top **five** values.

Step 2: Draw a tree. The roots represent your top values. The leaves or fruit of the tree will represent how you envision living into those values.

Step 3: Reflect on the following questions with your peer mentor:



List of Values





## Problem Solving

### “Getting-on-the-Balcony” Problem Solving Activity

Step 1: Work with your peer mentor to determine if the problem they are facing is an adaptive or technical challenge.

#### Technical Challenges

- Relatively easy to identify
- Often lend themselves to quick and easy (cut-and-dried) solutions
- These challenges, while important, often address surface-level issues and can be managed with existing knowledge and resources

#### Adaptive Challenges

- Difficult to identify
- Require changes in values, beliefs, roles, relationships, & approaches to work
- Addressing these challenges goes beyond technical fixes and involves fostering an environment conducive to change and learning

#### Step 2: Together, step back and “zoom out”:

- What do you see and hear when you observe the situation from a distance?
- What patterns do you notice?
- What might really be going on beneath the surface?

#### Step 3. Map Causes and Consequences

Draw a quick Problem Tree together:

- Roots: What are the underlying causes or contributing factors?
- Trunk: What is the main problem statement?
- Branches/Leaves: What are the visible consequences?

Then discuss:

- Which causes are within your control or influence?
- Which need collaboration or system change





## Reflecting & Documenting



**Quick Session Check-In Form**

### **Documenting your sessions**

After each mentorship session, please complete the iDove Peer Mentorship Quick Session Check-In Form within 48 hours of meeting.

This short form helps you capture key insights, track progress, and alert the iDove Secretariat to any support needs. It should take no more than 5 minutes to complete.

### **Practicing Self-Reflection**

Reflecting helps mentors notice their own assumptions, emotional responses, and communication patterns so they can stay intentional rather than reactive.

After each mentoring conversation, take a few quiet minutes before diving back into work. Notice your physical and emotional state. What energy are you carrying from the session?

Ask yourself:

- What went well in this session?
- What felt challenging or unclear?
- Did I listen more than I spoke?
- How did I respond to difference or disagreement?
- What assumptions might have shaped my interpretation of their story?

Write down one insight or intention for your next meeting.

Examples:

- “Next time, I’ll ask more open-ended questions before offering suggestions.”