Building Institute Aotearoa
Growing Our People

MentorMIX Programme Guide and Expectations

This guide sets out what you can expect from the Building Institute Aotearoa MentorMIX 2026 Mentoring Programme, and what's expected from you in return. By registering as a mentor or mentee, you're agreeing to take part in the spirit of these guidelines.

Who can take part

Mentors

- Must be current members of the Building Institute Aotearoa.
- Participants will be selected by the Building Institute team.
- We aim to bring together a diverse group, considering gender, nationality, and career journeys.

Mentees

- Must be current Student or Graduate Members of the Building Institute Aotearoa.
- Participants will be selected through a national selection process.

Programme timeline

Applications

- Open: 9 April 2026

- Close: 30 April 2026

Matching

- Completed by the Building Intsitute team in late April
- You'll hear from us in early May

Key moments during the programme

- Kick-off: In-person session (one per region)
- Mid-year check-ins with the Building Institute team:
    - June 2026
    - July 2026
- Job-readiness webinar with Hays:
    - August 2026 (date TBC)
- Check-in:
    - September 2026 (Teams or phone)
- Wrap-up:
    - Final in-person session in October 2026
    - Feedback survey

What we ask from you

Mentors

- Be responsive and open in your communication.
- Share your experience honestly to support your mentee's development.
- Set aside around 3–6 hours across the 6-month programme.
- Complete the feedback survey at the end.

Mentees

- Take the lead in connecting with your mentor. Aim for at least three touchpoints across the programme (more if you'd like to meet monthly).
- Come prepared and make the most of the opportunity.
- Complete the feedback survey at the end.

Everyone involved

- Attend at least three of the four programme events.
- Be there for the final wrap-up session.
- Commit to the full 6-month journey.
- Keep anything shared within your mentoring relationship confidential.

How matching works

- We match based on location, professional interests, and creating a diverse mix of experiences.
- We may adjust matches to make sure the fit is right and to support regional connections.
- While we do our best, we can't guarantee specific pairings.
- Places are limited, and final numbers are set by the Institute.

How we work together

- Keep things respectful, open, and professional.
- Mentees are expected to reach out first, but mentors can step in if needed.
- This is a space for learning and development, not for job or business opportunities.
- If needed, the Institute can help get things started.

Staying in touch

- You'll hear from us via email (kelly@buildinginstitute.nz or the Building Institute team).
- By taking part, you're happy for us to share your contact details with your mentor or mentee.

If things change

- If you can't continue, let us know as soon as possible.
- Stepping away early may affect future opportunities to take part.

Privacy and materials

- Any programme resources are for your use within MentorMIX and shouldn't be shared externally.
- Your information will be handled in line with the New Zealand Privacy Act and only used for running the programme.

A quick note

- This is a voluntary programme. While we support the connections, we're not responsible for outcomes or advice shared.
- Sometimes things outside our control may mean dates or delivery change.

We'll continue to refine MentorMIX each year, and your feedback will help shape the 2027 programme.

If you have any questions, contact Kelly Dawson at kelly@buildinginstitute.nz.