

ABM'S CORE COMPETENCIES

Professional standards sit at the heart of the Association of Business Mentors (ABM), ensuring that business mentors are experienced and qualified to transform the performance of the businesses they work with and inspire and develop their mentees to develop independence, confidence and enhanced capability.

A Business Mentor possesses a unique blend of three components:

- Extensive Business Experience - the heart of being a business mentor
- Strong Coaching and Mentoring Skills
- Practical Knowledge of Business Theory and Tools

The ABM's competency framework is derived from the amalgamation of these key areas and is the basis for the support we provide to our members and their continued professional development. The ABM provides member-exclusive events and resources (downloads /videos / webinars / podcasts) for each competency.

Learn more about the ABM's membership pathway (Affiliate to Member to Fellow) [here](#) and find the ABM's full definition of a Business Mentor [here](#).

Competency	Key Points		
1. Extensive Business Experience – the heart of being a business mentor	1.1 Ability to empathise with their mentee due to their experience and enables the mentor to gain the trust of the mentee, as well as get under the surface of an issue quickly.	1.2 Acts as a sounding board and builds confidence, basing answers not just what seems right, but on someone who has walked a similar path before.	1.3 Create learning in the mentees, tells stories and can provide examples of both successes and mistakes, as well as using their experience to inform their intuition and ask incisive questions.
2. Coaching skill: Awareness of Self, Mentee and Environments	2.1 Creating a safe environment to establish trust, respecting cultural nuances and neurodiversity, ensuring inclusivity in approach and tailoring support to the unique challenges and perspectives of different mentees.	2.2. Recognising the importance of confidentiality and discretion, and understanding their place within the mentoring relationship boundaries, with a high awareness of any breach	2.3 Committing to reflection and/or supervision practice, along with continuous self-development, working within a structure that invites frequent feedback.
3. Coaching Skill: contracting, Relationship Building & Expectations	3.1 Understanding the appropriate reasons to mentor a mentee, including the contracting points and process.	3.2 Recognising the importance of a healthy rapport, what this means, and how it may differ and progress as the relationship matures within clearly articulated boundaries	3.3 Managing expectations with achievable goal setting to meet the individual needs of the mentee and their business or position.

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4. Coaching skill: Curious Questioning Enabling Insight	4.1 Asking the right questions at the right time. The mentor should be able to craft curious questions for an exploratory journey.	4.2 Reading between the lines where necessary, demonstrating a high level of emotional intelligence.	4.3 Understanding of the topic boundaries and gaining permission to explore.
5. Coaching skill: Heightened Listening Enabling Learning	5.1 Understanding the different levels of listening.	5.2 Recognising the attention and intention within listening, which brings clarity, connection and rapport.	5.3 Acknowledging a mentee's ability to listen and how they process what they have heard.
6. Coaching skill: Concluding and Evaluating a Relationship	6.1 Mapping progress to goals and objectives.	6.2 Knowing when a relationship is of no further value to the mentee.	6.3 Understanding what to cover in a concluding session and determining next steps.
7. Practical knowledge of business theory and tools	7.1 Familiar with various tools and exercises with proven experience and insight into their use within a business.	7.2 A strong understanding of business theory in their field of expertise and constantly developing their industry knowledge.	7.3 Support the development of mentees by adding in the right theory and tools where appropriate to support them and allow them to be self-sufficient.

The superpower of a Business Mentor is that they know when to add a droplet of experience to make a transformative difference to their mentee.