



We are running a pilot Cochrane Knowledge Translation (KT) mentoring scheme between September 2019 to February 2020. The scheme is open to anyone within Cochrane who has, or is planning, a KT project or activity. We are looking to include people across different languages and cultural contexts.

What is Knowledge Translation (KT) mentoring in Cochrane?

KT mentoring in Cochrane is a structured, sustained relationship between two colleagues, in which the person more experienced in a specific area of knowledge translation (mentor) uses their knowledge, experience and understanding to support the development of specific KT practices that will be used in the mentee's daily Cochrane work.

The mentor and mentee will work on a 1:1 basis to discuss the specifics of the KT activity or project and the learning and development needs of the mentee. Examples of KT activities include, but are not limited to:

- developing a KT strategy for your Cochrane group,
- identifying and developing strategic partnership with key stakeholders,
- running a prioritisation process,
- creating programmes for building capacity in target audiences to use Cochrane evidence,
- developing and implementing a plan to produce user-friendly summaries of reviews in different languages.

The mentor will work with the mentee to provide advice and guidance based on their knowledge and experiences in an agreed specific area of KT. They will aim to help to increase the mentee's awareness of issues involved in delivering KT projects and to support in exploring solutions to outcomes the mentee wants to achieve. They will also be able to direct the mentee to additional tools or resources to support learning.

The conversations between mentee and the mentor are collaborative and confidential.

What are the benefits of working with a mentor?

Delivering projects can be challenging and sometimes having the experience of someone who has done similar things before can make a difference. It might help:

- Support the delivery of a successful KT project;
- Develop personal knowledge of, and skills in, knowledge translation;
- Improve confidence in delivering KT projects;
- Provide networking opportunities and contacts.

As a mentee, what will happen during the pilot scheme?

Using the application forms, a mentor will be identified to match to your needs. You and your mentor will decide on the outcomes of your work together and the best mode and frequency of communication. Together, you will also agree how you will use the time, and the limits to involvement.

Ideally, you will meet with your mentor for about 60 to 90 minutes per month for six months between September 2019 to February 2020. You will agree how often to meet (one meeting per month or several shorter meetings), and whether to meet on-line (e.g. via Skype, or other online meeting software), via telephone or, if suitable, in person.

Training tools and resources about being a KT mentee will be offered to you, including how to begin and end mentoring relationships, and what to do if there are any problems.

Who is eligible for the scheme?

Anyone who has a specific Cochrane KT project or activity running between September 2019 and 2020 is eligible to apply for the scheme. The participants should be committed to reflecting on their own practice, eager to engage in learning new skills and knowledge, and sharing these skills with colleagues. The participants must also be willing to participate in an evaluation at the end of the scheme to try to help improve the process.

Who will the KT mentors be?

The mentors will be people with experience of delivering KT projects. They may be from within Cochrane or externally. They will have volunteered to spend time with you and have committed to attending at least six mentoring sessions over six months.

How do I apply to be a mentee?

To apply, you will need to complete this [application form](#) by **Friday, 19th July 2019**.

For the pilot scheme, we will limit involvement to six to eight mentor-mentee pairs. We will try to select projects for geographical, topic and cultural variation from across Cochrane.

Applications will be matched based on the details of the mentee's project and the experience of the available mentors. We will also take into consideration preferred language, time-zones and any other factors identified through the application process.

All applicants will be notified of final decisions by the end of **August 2019**.

Where can I go for more information?

If you can't find the answer to your questions on the [Cochrane KT learning resources website](#) then you could attend one of our webinar "question and answer sessions" on:

- [Tuesday 25th June at 8.00 UTC](#)
- [Wednesday 26th June at 12.00 UTC](#)
- [Tuesday 2nd July at 16.00 UTC](#)

Or contact Karen Head (khead@cochrane.org)