



Oifig Fiontair Áitiúil Cill Dara

Local Enterprise Office Kildare



Oifig
Fiontair
Áitiúil

Local
Enterprise
Office

MENTOR SERVICE Application Form

Tough decisions, a problem you haven't come across before, an issue or a project that lies outside of your experience and training: Entrepreneurs and Owner/Managers of small businesses value their independence but there are times when you need a sounding board and a helping hand. It is at times like these that you need a mentor.

Apply Online: www.localenterprise.ie/Kildare

The Mentor's Role

Our mentors are practised business people with specialist skills in key business areas and with experience across a wide range of sectors and disciplines.

The Mentor will:

- > Listen and share wisdom and experience.
- > Provide an objective view on the issues faced.
- > Question, challenge and encourage.

The Mentor will not:

- > Make decisions for you.
- > Perform the functions of a paid consultant/executive/manager
- > Become a crutch to the business.

Why engage the services of a Mentor?

You may decide to apply for mentor support for a range of reasons. Perhaps you:

- > Lack knowledge, skills or business experience.
- > May be dissatisfied with the progress of your business
- > May not be realizing your potential.
- > May feel isolated in the business.
- > May need strategic direction.

Clients availing of the service in the past have worked with their mentors on a range of issues including business planning, marketing and sales, financial management, strategic planning, feasibility testing and much more.

The Benefits Reported

Past clients have reported tangible and intangible benefits from the programme.

Tangible benefits include:

- > Increased customer base and sales.
- > Reduced costs.
- > Improved organisation and structure.
- > Jobs created/sustained.
- > Acquired new contracts/networks.

Intangible benefits reported include:

- > New skills acquired.
- > Increased confidence.
- > More effective management.
- > Better understanding of business.
- > Sharper focus and informed decision making.

The Application Process

Complete and submit application form and meet with our business development team for assessment decision and matching with suitable mentor.

Mentor sessions are **confidential** and all mentors have signed a confidentiality and ethics agreement.



Client Application for Mentor Support

Name: _____

Business Name/Company Name: _____

Company Registration No: _____ Tax No: _____

Address: _____

Telephone: _____

Year Established: _____

Mobile: _____

No. of Staff: _____

Fax: _____

Estimated Turnover: _____

e-mail: _____

Estimated Profit/Loss: _____

Website: _____

Business Plan Available [yes/no]: _____

Accounts Available [yes/no]: _____

Briefing Information for the Mentor

Business Description:

Key Management Experience:

Products/Services & Markets:

Please list the three main issues you have identified where you require mentoring?

If you wish, you can use additional pages to describe the business and attach with your application.

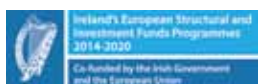
Signature: _____

Date: _____


Oifig Fiontair Áitiúil
Local Enterprise Office

...Let's talk business

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Kildare County Council
Comhairle Contae Chill Dara