



WOMEN

in Transport

2025 Mentoring Program

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The Mentoring Program

The Women in Transport (WiT) Mentoring Program is creating an empowered, enduring and energetic future for women in Victoria's transport industry.

The program is designed to foster supportive relationships and actively encourage mentees to identify and realise their professional goals. The aim is to give mentees a fresh avenue for development as they progress through their career in transport, and to give mentors an opportunity to share their experience and discover just how much they have to offer.

The program is a six-month, industry-wide initiative and includes networking opportunities and regular guidance to help structure monthly mentee-mentor meetings.

Whether mentee or mentor, you will benefit from personal and professional development and contribute to a culture of positive learning that will support the capability of women and gender diverse people in transport now and in the future.

The WiT program was the first of its kind in Australia back in 2017 and takes a strategic approach to shifting the dial in a sector typically dominated by men.

Since then, we have welcomed the introduction of the **Victorian Government's Gender Equality Strategy (2020)** and the launch of the **WiT 2021-2024 strategy**. The mentoring program continues to be a key focus area, improving access to employment and career advancement for women and people of diverse gender identities.

The WiT Mentoring Program is delivered by the Level Crossing Removal Project (LXRP) on behalf of the Department of Transport and Planning (DTP). It is part of WiT, a multi-million package of initiatives and business improvements to encourage more women to enter and stay in the transport industry.

"Sometimes small pieces of advice and building self confidence up helps a lot."

– Mentor 2024

"Understanding and knowing women from different background unite as one body in WIT was a fantastic experience. Personally, I felt a better sense of belonging to the transport industry in Victoria after living through shared experiences in this program."

– Mentor 2024

"Being able to support and pay it forward and create additional meaningful relationships within industry is why I keep nominating to be a mentor."

– Mentor 2024

WiT 2024 program launch event crowd networking.





Fireside chat with WiT mentoring partners, Kate He and Steve Burrows at 2024 WiT program launch event.

Benefits of the Women in Transport Mentoring Program

For mentees:

- Experienced guidance and support from within the transport industry, in a structured program.
- Learning from industry experts, leaders and peers.
- Networking opportunities across different levels, fields and sectors of industry.
- Receiving feedback and developmental guidance.
- Identifying professional growth and career planning.

For mentors:

- Pay it forward by supporting women to advance in their careers and help fill the gap of women in senior positions.
- Contribute to a culture supporting the capability of women in transport.
- Mutual benefit from personal and professional development.
- Stay abreast of emerging issues relevant to the industry.
- Further development of mentoring skills such as listening, asking questions, guiding, providing feedback, communication and interpersonal skills.

What is meant by mentoring?

mentor:
(noun) an experienced and trusted adviser.

Mentorship is a developmental relationship in which one person, usually more experienced or senior, takes time to assist the career, professional or personal development of someone else, who is known as a mentee, or protégé. Mentoring is most often a one-on-one relationship but is sometimes done in groups.

A mentoring relationship is one that is built on trust, in which there is an exchange of knowledge, experience and goodwill.

What do past mentees have to say?

"Confidence and mindsets - how to get started on approaching challenging growth goals. Providing me with new perspectives/ways of thinking/approaching things. Being a sounding board and being a source of positivity and motivation for me."

- Mentee 2024

"My mentor really helped build my confidence! As someone just starting out in the field of professional work and starting to build a career, I struggle a lot with anxiety, imposter syndrome and not knowing what I want to do. My mentor gave really great insight into how to manage these feelings, and was very supportive."

- Mentee 2024

"Growing my network of like-minded individuals, meeting amazing female leaders and future leaders in the industry."

- Mentee 2024



WiT 2024 program launch event networking in action.

PARTICIPATING IN THE PROGRAM

Who can apply?

Mentees and mentors in any role in any Victorian government department or agency or private business in Victoria's transport industry are eligible. You can apply to be either a mentee or a mentor. Mentee applications are open to women, non-binary and gender diverse people, and we welcome people of all genders as mentors.

We also encourage applications from Aboriginal and/or Torres Strait Islander people, those with disability, people who identify as culturally and/or linguistically diverse (CALD), and those who identify as LGBTIQ+ people.

Self-definition is at the discretion of the individual. We recognise that gender is a self-identification, and that there is a range of language that people may use to articulate their experience of gender.

It is strongly recommended that mentees attend or watch one of the WiT Mentee online WiT info sessions before applying.

[Details here](#)

To apply as a mentee, you must be:

- a woman, non-binary or gender diverse person
- a first timer! (i.e. you can not have previously been a WiT mentee)
- employed within Victoria's transport and/or transport infrastructure industry
- able to actively commit to a six month program
- able to attend monthly meetings, training sessions and events
- prepared to drive the mentoring relationship
- prepared to set program and career focused goals
- respectful of your mentor's time
- prepared and responsible for your own program outcomes
- not planning to take an extended holiday or break (more than three weeks) during the six month program.

To join as a mentor, you:

- can be any gender
- can be at any level – you don't need to be a senior manager or expert
- must have upwards of five years' experience in your field
- must be employed within Victoria's transport and/or transport infrastructure industry
- must be able to commit to a six-month program
- must be able to attend monthly meetings, training sessions and events
- must be available to listen and willing to guide
- must not be planning to take an extended holiday or break (more than three weeks) during the six month program.

Allies are essential to the futures of women in transport. We encourage and welcome men as mentors.

What's involved?

- The WiT Mentoring Program is a six-month program
- Mentees and mentors will be asked to complete an application form to assess their eligibility for the program and to collect details about what they are looking for in a mentoring partner
- Mentors and mentees will be matched into pairs according to the details provided in the application form
- Pairs are expected to meet at least once a month and attend the scheduled networking events and training that form part of the program
- The program uses a mentoring software platform provided by Art of Mentoring
- Mentees and mentors will be expected to complete Art of Mentoring online training to prepare them for their mentoring relationship
- During the program, you will receive frequent communications from the WiT programs team, giving you helpful tips and information about mentoring, and access to other relevant materials available on the platform
- Throughout the six-month program you will be requested to provide feedback about your experience via surveys.



2024 Mentee, Cheaw Lin Tang delivering the structured networking session at a 2024 WiT Networking event.

Expectations

Clear expectations and commitments are important for supporting successful mentoring relationships and a productive mentoring program.

The WiT Mentoring Program is a six-month commitment.

Mentees and mentors must agree to:

- meet at least once a month
- negotiate meeting locations and time commitments
- ensure that discussions remain confidential
- prepare for meetings and read the program resources provided
- participate in the professional development sessions
- access further support from the program coordinator when required
- keep their contact details up to date via the Mentoring Platform or email WiT Programs team (witprograms@levelcrossings.vic.gov.au)
- Notify the WiT programs team if:
 - You are concerned about your mentoring partner's welfare
 - Your mentoring partner is not responding to your attempts to contact them – we will endeavour to rematch participants where possible.
 - You have changed jobs
 - You have a great news story to share.

Mentors should:

- be open and honest in sharing their knowledge, expertise and experiences
- offer honest feedback in a constructive manner
- be able to listen and provide guidance to mentees, allowing them to make their own decisions.

Mentors should be committed to:

- the development of their mentee
- demonstrating leadership by championing collaboration across teams and organisations
- understanding the opportunities and barriers that women, non-binary and gender diverse people face at different levels in the transport industry
- developing their individual skills by contributing to the development of another
- self-reflection, where sharing experiences allows mentors to learn new insights about themselves
- providing a culturally safe and inclusive environment for their mentee (resources are provided to assist with this).

Mentees should:

- be the drivers of the mentoring relationship, proactively contacting their mentor, setting up meetings and establishing meeting agendas
- demonstrate a commitment to personal learning and development and follow through on all actions agreed with their mentor

- have a positive attitude and be open to developing self-awareness, personal growth, seeking feedback
- take responsibility for their decisions and actions
- be clear about their goals throughout the program.

Mentees should have a desire to:

- develop a wider knowledge of the transport industry
- build self-confidence
- support their career and personal development by developing greater insight into skills and behaviours needed to be effective in their roles
- build and grow a strong professional network
- learn through shared experiences.



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Post-it Note Messages

What would you like to say to your mentoring partner?

What's next, after the WIT Mentoring Program?

What is your biggest take-away from this program experience?



WIT final event speakers and WIT programs support team.

Your commitment: Time and activities

Activity	Time required
Networking/professional development events, online training, reading resources	8 hours in total (spread over six months)
Mentoring conversations (including preparation & follow-up)	1-2 hours per month
Program surveys (supports continued program development and funding)	30 minutes in total

A detailed program of events will be available early 2025 via department-of-transport.aomapps.au/women-in-transport-2025.

Key dates 2025

Activity	Date
Applications open	3 March 2025
Applications close	4 April 2025
Applicants advised of matching	28 April 2025
Program commences with online induction session	13 May 2025
Program launch event (networking & professional development) - hybrid format	5 June 2025
Mid-program event - taking stock (networking and professional development) hybrid event	26 August 2025
Program concludes with networking / professional development event	23 October 2025

How to apply

Applications are open from **3 March 2025** until **4 April 2025**.

[Click here to apply](#)

Frequently asked questions

How can I apply?

Applications will be open from
3 March 2025 until 4 April 2025.

[Click here to apply](#)

Mentees will be asked questions about their background and what they would like to achieve by working with a mentor for six months. Mentors will be asked about the areas in which they feel comfortable mentoring. Please give as much information as you reasonably can to assist the matching process.

What if I am not matched?

We will endeavour to match all mentees that apply, provided we have a suitable/available mentor. Some mentors may not be matched if their expertise/ experience is not suitable for any applicants. If we don't have a suitable match for a mentor, we won't pair you for the sake of putting you in the program. We will encourage you to apply again the following year when we may find you a great match!

Why do you need me to provide so much information on my application form?

The information you provide will help us 'match' the right mentee with the right mentor, based on experience, skills and what you both want to achieve from the program.

Can I be a mentee and a mentor?

Being a mentor or mentee is a big responsibility, so we encourage people to take on one role only.

When will I know if I've been successful, and if so, who I've been matched with?

Providing you have submitted a complete application form, you will be notified by 28 April 2025 to confirm whether you've been accepted into the program and who has been selected as your mentoring partner. It's important to note we won't 'match for matching sake'.

What will I have to do if my application is successful?

If your application is successful, you are encouraged to:

- contact your mentoring partner ASAP to set up your first meeting - this is vitally important to pro-actively establish your relationship
- complete the Art of Mentoring online training
- attend the short online induction session for mentees or mentors on 13 May 2025
- complete all surveys sent to you during the program for quality assurance & impact measurement
- attend all hybrid events to maximise professional development and if in person, expand your professional network
- contact WiT programs team via witprograms@levelcrossings.vic.gov.au if you have any concerns or queries.

Will discussions between mentees and mentors be confidential?

Absolutely! Great mentee/mentor relationships are based first and foremost on trust. Your participation in the program is confidential and you will agree with your mentoring partner how you will handle confidentiality between you.

What if I'm not suited to my mentee or mentor?

If one or both parties don't feel comfortable with the match, we will do our best to find another existing or new mentee/mentor so that you can continue with the program.

There will be no further match changes one month after matching is completed (28 May 2025).

What happens if my role changes or I leave my organisation?

As long as you remain in the Victorian transport/transport infrastructure industry you can continue with the program.

Does my employer need to endorse my participation?

No, this is a voluntary program that strengthens your personal career development. However, they may be notified of your participation should they ask for it. This can help them to better support your involvement or inform their own programs.

What if I decide to leave the program?

Participation in the program is a six-month commitment. However, if you believe the relationship is no longer productive, or there are other reasons for leaving early, please contact witprograms@levelcrossings.vic.gov.au to discuss.

It is vital that we are able to communicate this to your mentoring partner, so please let the team know of your plans.

Do we have to end the mentoring relationship after the six-month program?

No. Pairs are encouraged to continue their mentoring relationship informally beyond this program. It is a great way to build a dynamic professional network and we hope that the mentoring relationship continues throughout your career.

Can I be part of future WiT Mentoring Programs?

Yes. You can reapply to be part of future programs, but we can only match you as a mentor on the program. **Due to a high demand for mentee places, mentees can only register to participate in the program once.**

Where do I go for more information?

If you would like to learn more, or if you are unsure if this program is suitable for you, you may like to attend an information session in March 2025 via zoom. Click here department-of-transport.aomapps.au/women-in-transport-2025 or vic.gov.au/women-transport-mentoring-program to access the information session details and zoom links.

Contact

Please email queries to
witprograms@levelcrossings.vic.gov.au