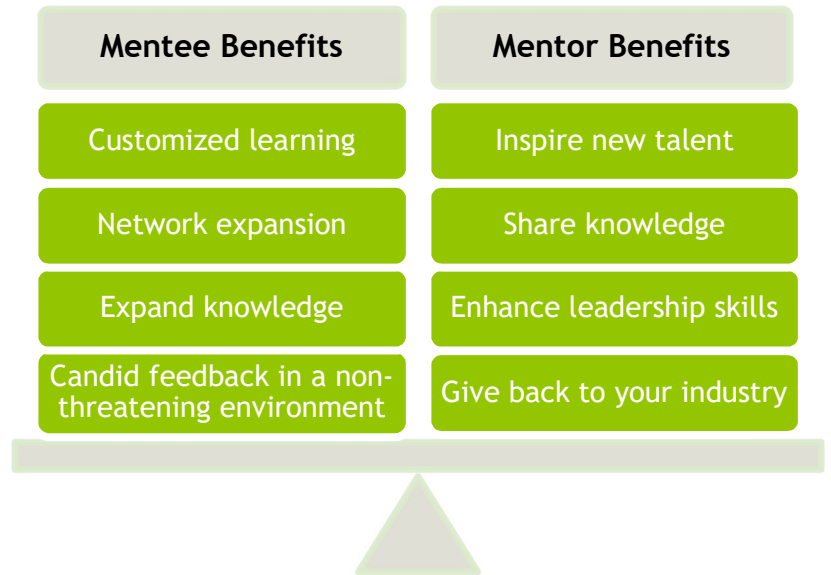


EMERGING LEADERS MENTOR PROGRAM FAQ's

AL!VE offers a mentor program that pairs Volunteer Engagement Professionals for a 6-month virtual mentorship.

What is the purpose of our program?

AL!VE is dedicated to the professional growth and development of leaders in volunteer engagement. Research shows there are many benefits for both mentors and mentees when participating in a mentor program. The purpose of our Emerging Leaders Mentor Program is to provide a platform for AL!VE members to connect, share best practices and position themselves as leaders in the field through ongoing professional development and skills building.

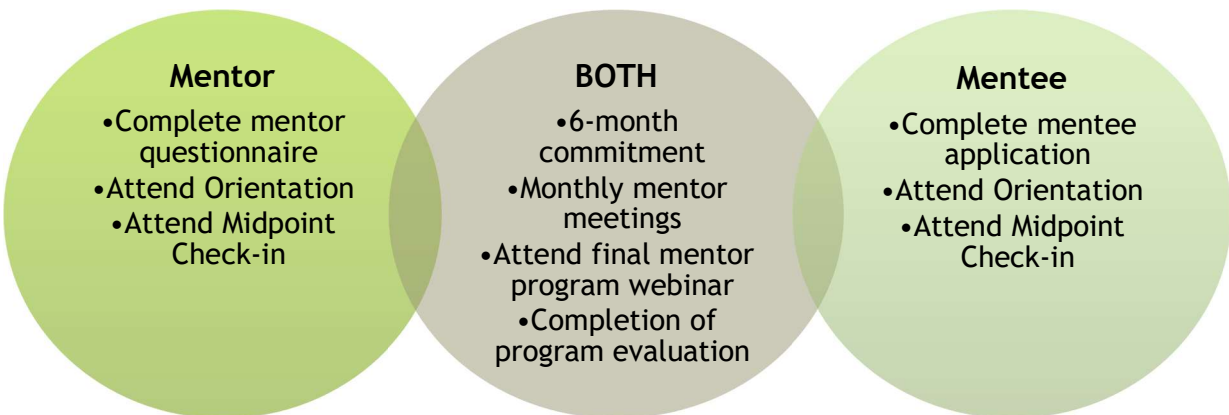


What are the specific goals and outcomes to be accomplished?

1. Strengthen competencies in leadership and career development
2. Expand professional network throughout industry

What is the criteria to participate in this program?

The criteria to participate in this program is listed below for both mentors and mentees:



It is important all participants commit to fully participating in this program for the entire six months to ensure both mentors and mentees get the greatest benefit from the program possible.

EMERGING LEADERS MENTOR PROGRAM FAQ's

How will mentors and mentees be matched?

Prior to being matched, both parties will complete the following paperwork in order to make the best most suitable match for each individual:

MENTOR QUESTIONNAIRE	MENTEE APPLICATION
Mentors will complete a mentor questionnaire detailing the breadth of their experience as well as the competencies they feel comfortable in coaching a mentee.	Mentees will complete an application that details their history and background as well what competencies they would like to concentrate on strengthening through the mentorship program.

Mentors and mentees will be able to review the applications (mentors) and questionnaires (mentees) and also participate in a joint orientation meeting where each participant will be able to provide more information about themselves. After orientation, mentors and mentees will be able to select their top preferences to be matched with. The mentee and mentor will be notified of their match via email, and the mentee will then contact the mentor to schedule their ongoing sessions.

If there is a concern on either side, ALIVE will work with the individual to address the concern. If either declines to continue with the match, there will not be a replacement and they will have to discontinue participating in the program for this session.

What will a typical mentorship look like?

The best part of this mentorship program is that there will not be a typical type of mentorship! This program is tailored around what the mentee wants to learn and the approach with which the mentor feels most comfortable. Examples of what a mentor can offer include:

Goal Setting	• Helps mentee discover talents and interests and define and attain their goals
Contacts	• Provides valuable opportunities to connect with other career and personal contacts that may help mentee achieve goals
Challenges	• Stimulates curiosity and exploration around challenges to build confidence and problem-solving abilities
Support	• Encourages reflection and growth by providing an open and non-threatening environment
Advice	• Provides personal experiences or perspective to impart wisdom and knowledge learned over the years for the mentee's advantage
Role Model	• By sharing stories of achievement with mentee, mentors can become role models

EMERGING LEADERS MENTOR PROGRAM FAQ's

What is the timeline for this program?

The mentor partnership will take place from October to March. Mentor and mentee will agree on a time (**no more than one hour**) to meet via phone or virtually every month for a total of six mentoring sessions. Correspondence between the pair should occur approximately 1-2 hours of time each month with the idea of time tapering as needed.

Below provides a description of items and important dates taking place throughout the mentorship:

EVENT	DESCRIPTION	START	END
Mentor Questionnaire	Members interested in becoming mentors must complete a questionnaire about their experience, knowledge and skills.	8/8/19	9/2/19
Mentee Application	Members interested in becoming mentees must complete an application outline their current experience and future goals for development.	8/8/19	9/2/19
Orientation	Participants will attend an orientation to discuss goal setting for the program, leadership topics to discuss with mentor and an opportunity to network with one another.	9/9/19 Noon PST/ 3pm EST	
Matching	AL!VE Mentor Program Facilitator will pair matches and confirm with both mentor and mentee of match via email.	9/18/19	
Mentor Meetings (once per month)	Mentee and mentor connect via phone or video conference once a month from October-March.	10/1/19	3/31/19
Midpoint Check-in	Participants attend check-in with AL!VE program facilitators on how match is going and discussion on best practices around mentoring.	1/13/20 Noon PST/ 3pm EST	
Celebration & Closure Webinar	All participants attend a webinar to celebrate successes from the mentorship and officially close out the mentor program.	3/30/20 Noon PST/ 3pm EST	
Final Evaluation Survey	HR will send a final evaluation to participants to collect feedback about their experience participating in the mentor program.	4/1/20	4/17/20

EMERGING LEADERS MENTOR PROGRAM FAQ's

How do I get started?

Complete the application that applies to you:

FOR MENTORS

Click below for the mentor questionnaire:
<https://www.surveymonkey.com/r/7XHVPYB>

FOR MENTEES

Click below for the mentee application:
<https://www.surveymonkey.com/r/7XJ9MG5>

Participation is voluntary!

NOTE: Mentors may take on more than one mentee if they have availability to do so. Mentees will only have one mentor.

Applications and questionnaires are due by Monday, September 2nd, 2019.

Thank you for your consideration in participating in this program. We look forward to working with you to foster your career growth and development as well as hopefully making this a permanent benefit going forward for AL!VE members!