

Application

Mentee Application

What is a mentee?

A mentee is a self-motivated individual seeking to continuously promote personal development. A mentee recognizes personal strengths and weaknesses and actively seeks methods for personal growth. A mentee should be:

- **Eager to Learn:** has a strong desire to learn new skills or develop existing skills, seeks educational and/or training opportunities whenever possible to broaden her capabilities.
- **Team Player:** must be a team player and contribute as much as possible to the mentoring relationship. To do this the mentee should: initiate and participate in discussions; seek information and opinions; suggest a plan for reaching goals; clarify or elaborate on ideas; resolve differences; be fair with praise and criticism; and accept praise and criticism.
- **Patient:** must be willing to put time and effort into the mentoring relationship and persevere through any difficulties that may arise during the learning process.
- **Risk Taker:** must move beyond tasks that she has mastered and accept new and more challenging experiences.
- **Positive Attitude:** a bright and hopeful attitude will help the mentee succeed, be more likely to tackle difficulties and stay on course.

Other Aspects: a mentee should take the lead in the relationship evaluating her own strengths and weaknesses and in setting goals, initiating discussions, maintaining communication and developing a career strategy through education. The mentee should also be appreciative of the mentor's time, follow through on commitments and seek to maintain communication throughout the EW Mentoring Program.

Roles and Responsibilities

- Take initiative and be proactive in her own career development
- Develop a mentoring plan that clarifies the expectations of the mentoring partnership
- Actively participate in the mentoring sessions and plan to have at minimum of one-hour mentoring session every six weeks with the mentor
- Participate in open and honest discussions with the mentor
- Provide feedback on the mentoring partnership at the end of the program (exit survey provided by EW).

Application Process

The appointed EW committee members will help to pair participants based on common interests and mentee goals. These following questions will help the committee to create the pairs, so please be as honest as possible. The EW committee will do their best to form excellent matches, and it is possible that not all preferences will be met.

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NAME:

PHONE:

EMAIL:

TITLE:

ADDRESS:

1. What are two goals you have for joining the Evolving Women Mentoring Program?
2. What are your top two strengths and weaknesses?
3. Have you had a mentor in the past or do you currently have one? If so, what was helpful about the relationship?
4. List at least two career goals that you have.
5. What is your preferred method of communicating with a mentor (i.e. email, phone calls, in person meetings, Skype sessions, etc.)?
6. Do you consider yourself an extravert or an introvert?
7. What role are you in now? What type of program do you work for?
8. Do you prefer a mentor who is in the same role as you (i.e. marketing, admissions, clinical, etc.)?
9. Where do you live?
10. Do you prefer a mentor who is geographically close to you?

Please submit your answers to Gretchen Bartlett- gretchen@monumentstc.com by January 31, 2019. If you have any questions please reach out to me directly at 801-592-3533.

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