MOLN Mentorship Program

1 Preparation — M

October-November

Meeting Objectives

- Conduct first meeting
- Introductions
- Determine preferred method of communication
- Set meeting cadence & schedule

Mentee

- Schedule first meeting with mentor
- Complete AONL Nurse Leader Competency self-assessment and/or VIA Character Strengths Profile
- Complete pre-mentorship survey (sent via email)

Mentor

- Attend orientation meeting
- Meet with mentee for first time

2 Goal Setting — O

December-January

Meeting Objectives

- Develop SMART goal document
- Identify learning/networking opportunities based on goals. Schedule accordingly.

Mentee

- Share results of self-assessment with mentor

Mentor

- Assist mentee with identifying SMART goals based on assessment(s)

3 Mentorship — L

February-September

Meeting Objectives

- Review SMART goals, progress and support needs to accomplish goals
- Ongoing evaluation
  - Goal Progress
  - Confidence building
  - Feedback
  - Network connections
  - Learning opportunities

Mentee

- Attend mentee virtual forum in May

Mentor

- Attend virtual mentor forum in May

4 Closure — N

October-November

Meeting Objectives

- Final review of SMART goals & accomplishments. Establish any next steps for mentee
- Conclude formal meetings. Discuss interest in informal connections post program.

Mentee

- Complete mentorship survey

Mentor

- Complete mentorship survey

Program Support

Ad Hoc

Objective

- Provides monthly discussion ideas/topics outside of SMART goals work

Mentorship Topics

- Public speaking skills
- Career & education paths
- Career set-backs, learnings & moving forward
- Next level leadership
- Career move or change in healthcare role/specialty
- Diversity, equity, inclusion
- Transitioning from employee to manager
- Communication skills
- Managing & leading: What's the difference?
- Quality improvement tools
- Time management, organization skills
- Managing conflict
- Education advancement: options, advice, preparedness

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