

# Greenlining Academy Mentorship Program

## Purpose

To enrich the Greenlining Academy experience, support the professional development of Academy participants, as well as deepen the ties between the Academy and its alumni.

## Program and Participants

This is a joint-project of the Greenlining Academy Alumni Association and the Greenlining Academy. Alumni from the Summer Associate and Fellowship Programs will act as mentors to Academy college students. Participation by mentors and mentees is voluntary. We encourage participation in this program as a way for Alumni to contribute to strengthening the Greenlining Academy and Academy Alumni network.

## Guidelines and Expectations

- Meet in-person at least once a year.
- Speak by phone at least once every two months, and check in with each other by email in the interim. Be open to additional communication if the mentor or mentee has a burning question or concern.
- Be proactive and committed to the relationship. Respond to each other's phone calls and emails within a week.
- Respect each other's time, questions and concerns.

### Additional Expectations of the Mentor

- Be prepared to give advice on such matters as career, school and how to maximize one's time at Greenlining.
- Be willing to refer the mentee to others in your professional network that you believe could provide her with specific assistance related to her goals or interests.

### Additional Expectations of the Mentee

- Take initiative for sending the initial email to your mentor to schedule your next phone calls.
- Provide your mentor with clear expectations of what you hope to gain from the relationship.

## Logistics of the Relationship

- The GAAA will send an introduction email to the mentor and mentee, and including a deadline for the mentee to schedule the first call.
- During the first call, we recommend that you schedule your upcoming calls.
- We will occasionally contact you to evaluate participation so that we can assess best practices for managing this program; it will not be the GAAA Board's responsibility to monitor or arbitrate the mentor-mentee relationship.

## How Pairs Will be Matched

- The GAAA will pair up the mentors and mentees and the Academy Coordinator will review the pairings before they are finalized.
- If requested by the mentor or mentee, we will try to create pairings based on career interest, field of study, ethnicity or gender. Otherwise, pairings will be random.
- Only one mentor will be paired with one mentee.
- The GAAA Board will provide the mentor with orientation materials to help you get to know one another and focus your initial conversations.

**Questions?** Email Nonya Collier at nonieco@yahoo.com with "GAAA Mentorship Program" in the subject line.

## **Greenlining Academy Mentorship Program**

### Mentor Application

Thank you for your interest in supporting a Greenlining Academy member as a mentor. Please complete the following form so that we can best match you with a mentee.

Name:

E-Mail Address:

Phone:

City, State:

Gender:

Race/Ethnicity:

College:

Degree:

Graduate School:

Degree:

Graduate School:

Degree:

Which Academy program did you complete?

Year:

Current Occupation:

Industry:

Employer:

Briefly describe your current responsibilities:

Why would you like to be a mentor to a Greenlining Academy member?

Please list any other experiences that you feel may be useful in your role as a mentor. (e.g. I have worked in the following fields, or, I have traveled extensively in these countries, etc.)

What are some issues, skills or leadership practices that you would be particularly helpful in assisting an Academy member with?

What days and times of the week are you most available to speak with your mentee?

Can you commit to corresponding with your mentee at least once per month?