

APPA Mentor PROGRAM

Characteristics of Mentors:

Mentors have a passionate interest in helping others grow. They see potential in younger, less experienced individuals and are willing to share their understanding to help develop that potential. However, they are selective about where and how they use their time, so they are unwilling to invest heavily in more than one or two individuals concurrently.

Mentors have perspective, able to envision “what could be” for a given individual. They are willing to offer suggestions to enable the person to move forward in that direction. They are aware of what is good for the organization and good for the individual, and they hold these in proper balance.

Mentors expect mentees to bring agenda items for dialogue. They are flexible and able to flow with the interests and attention of the mentees. However, they expect mentees to respect their time and respond thoughtfully to the suggestions offered.

Mentors are able to explain why they behave as they do, describing effective processes and methodology. Mentors are usually gifted in the

areas of teaching, giving, or encouragement.

Being a Mentor- Six Things to Do It Right:

1. Don't give advice, demonstrate how to do it. A mentor is not a teacher or a lecturer. A mentor has to get their hands dirty and actually work with the protégé.
2. Don't do the work for them. Teach them how to do it for themselves.
3. Even mentors need mentors. When uncertain how to approach or tackle a complex issue, mentors should go to another person at their level to help solve the problem.
4. Don't focus on becoming the protégé's friend. Mentoring is about a person's career. While a friendship may eventually come out of the mentoring relationship should always focus first on the betterment of the protégé's career.
5. Don't try to be everything to everyone a mentor cannot be the sole resource for the entire organization. Focus your mentoring abilities on those who have the drive to take what you teach them and bring it to the next level.
6. Want them to do better than you. Don't hope that your protégé will someday be as successful as you are- they should surpass you. This desire for the protégé to succeed and exceed expectations is the most important trait of a great mentor.



Thank you very much for your interest in the **APPA Mentoring Program**. In order to file a completed application, we will need the following from you:

1. A completed Application form
2. A brief Bio or Resume
3. A Strengths/Weaknesses assessment

Name:

Address:

Phone:

Email:

Name of Company:

How long have you worked there? Or how long have you owned the company? How long have you been an APPA member?

1. Have you ever been part of a mentoring relationship before? *Please describe your experience.*
2. Why would you like to be a mentor?
3. What do you hope to get out of a mentoring relationship?
4. What are you able to bring to the relationship? (*pertinent experiences, skills, characteristics, etc*)
5. What do you think your role will be in the mentoring relationship?
6. What expectations do you have for your mentee?
7. Interests/avocations
8. How will you define a successful relationship at the end of the mentoring relationship?

9. In regards to a mentee, are there any companies/competitors what might create a conflict for you?

10. Any further comments that might be relevant to your potential mentoring relationship?

Individuals who wish to participate in the program must agree to the following requirement:

1. Participants agree to be involved in the program for a full session (January 15th-May 31st or July 1st -November 20th).
2. The Mentor and Mentee agree to meet regularly during that time, based on the frequency they determined.
3. The Mentor and Mentee agree to participate in scheduled conference calls.
4. The Mentor and Mentee agree to submit periodic progress reports to the APPA Membership Committee.

The Mentor and Mentee recognize that confidential and/or proprietary information may be discussed in the course of their mentoring relationship. Individual participants must agree to honor the trust relationship between the mentoring pair, and must never discuss confidential and/or proprietary information with any outside party.

Participants agree to notify the APPA Membership Committee if any issue arises between members of the mentoring pair. Please email to info@joinappa.com.

Name:

Signature:

Date: