



National Organization of
State Offices of Rural Health

NOSORH MENTORING PROGRAM

MENTEE GUIDE

NOSORH

44648 Mound Rd, #114

Sterling Heights, MI 48314-1322

TEL 586-336-4627 | **FAX** 586-336-4629

www.nosorh.org

Program Overview

The NOSORH Mentoring Program is an opportunity for new SORH Directors to participate in a mentoring experience with veteran SORH leaders from across the country, based upon the [Jim Bernstein mentoring philosophy](#).

The experience is intended to last approximately six (6) months, engaging the mentor and mentee in identifying and achieving professional development goals. As a component of this, mentees are required to attend the New SORH Orientation with FORHP and attend a NOSORH 101 webinar with NOSORH staff. Additional opportunities exist to enhance the experience, including the use of the NOSORH Educational Exchange Scholarship to coordinate a face-to-face site visit between the mentor and mentee.

Mentors will work collaboratively with their assigned mentee to acclimate them to the SORH Proficiencies model, identify strategic goals for the mentoring experience, and offer support as appropriate.

Eligibility Criteria for Mentees

To be eligible for participation, mentees must:

- be in a senior leadership position of the SORH (SORH Director or equivalent),
- agree to devote at least two hours per month to the Mentor program,
- complete an orientation call with NOSORH staff and their mentor,
- agree to attend the NOSORH 101 webinar and the New SORH Orientation at FORHP, and
- have a goal for the mentoring experience.

Attendance at other meetings will be encouraged, but not required for participation in the mentoring program.

Becoming a Mentee

Mentees will apply to participate in the mentoring experience on a rolling basis, but without restrictions on when they may opt to do so. New Directors may apply as a mentee regardless of their current tenure as director (or equivalent) of the office.

Mentees can sign up to participate in the program by completing the following application:

<https://www.surveymonkey.com/r/D6DFR7R>

If a mentor has already been identified, the mentee will have the opportunity to request that on the application, to be confirmed with the requested mentor. NOSORH staff will check to ensure that the eligibility criteria are met.

Roles and Responsibilities

Mentees will be required to attend one webinar and one face-to-face meeting, while encouraged to attend another optional meeting and utilize the Educational Exchange Scholarships. These activities include, but are not limited to:

New SORH Orientation (required): a required orientation meeting for all new key SORH staff; check your NOA for language regarding this required meeting. You will receive an invite from NOSORH on this, you do not need to reach out to us.

NOSORH Annual Meeting – New SORH Session (pre-conference): all mentees will be encouraged to attend this meeting and meet with their mentor (if available). This is an optional activity.

NOSORH 101: What's in it for you (required): all mentees will be required to attend this 1-hour webinar before the end of their mentoring experience.

Educational Exchange Scholarships: mentees and mentors are encouraged to use the scholarship to meet face-to-face as needed but are not required to meet face-to-face with their mentors.

NOSORH provides herein an outline for the mentee experience, which includes:

- Mentoring Checklist (Appendix A)
- Goal and Objective Development worksheet (Appendix B)

Follow-up

As each mentor and mentee experience will require the development of individualized goals and objectives, these will differ for each pair. Some common demographics and experiential measures will be captured from all participants for process evaluation and quality improvement efforts, such as satisfaction and recommendations for program revision. Mentees will be asked to identify their goals and objectives with measurable outcomes, which will in turn identify the evaluation measures of their individual mentoring experience.

Follow up: Mentors and mentees will be sent an electronic evaluation one year after they have completed the mentoring experience. This evaluation will include questions related to ongoing relationships between mentors and mentees, as well as impact of their mentoring experiences.

Sharing of results

Results of the evaluation will be shared with all relevant internal and external stakeholders, including required reporting under the Cooperative Agreement. Additional opportunities for sharing mentoring experiences, identified by the SORH, are to include example stories in NOSORH newsletters and ensure an opportunity for mentors and mentees to discuss their experiences at regional meetings.

Appendix A

Mentoring Checklist

- NOSORH pre-meeting with Mentor and Mentee
- Complete the Goal and Objective Development worksheet
- Submit completed Goal and Objective Development worksheet to NOSORH
- Identify a timeline for completing objectives
- Consider using a NOSORH Educational Exchange scholarship for enhancing the experience face-to-face!
- Complete the mentoring experience, contact NOSORH at any time
- Evaluate your experience and progress toward completing identified goals
- Mark your calendar! NOSORH will send a follow-up survey 365 days later

Appendix B

Goal and Objective Development

Instructions: Mentees should complete questions 1-3 individually and share with the Mentor ahead of the first session. The remaining questions should be completed during the first session.

1. What prompted you to apply for the mentoring program?
2. What do you expect to gain by participating in this mentoring program?
3. What prior experiences do you have that you feel you can bring to your new role?
4. What have you learned since the time of your application that has intrigued you or surprised you most?
5. Working with your mentor, use these identified topics to craft 3 learning objectives for your time in mentoring program. Objectives should be specific, measurable, attainable, relevant, and timely.

Objective	Specific Activities	Timeframe	Notes
Identify...	Review SORH proficiencies rubric...	1 month	
Explain...			