SHRMGP

Mentorship Program

Informational Packet

Contact the current SHRMGP Mentorship Committee Chair, Pam Zanzucchi at pamzanzucchi@msn.com for further details.

Fill out an application here https://shrmgp.org/page/Mentorship

V: 10-22-26

Program Overview

The Mentoring Program is open annually to highly motivated SHRMGP members who have at least three years of HR experience. The SHRMGP Mentoring Program's mission is to increase opportunities for HR professionals' career success through an innovative mentoring approach.

The program is led by a leadership committee primarily comprised of SHRMGP members committed to the advancement of the HR profession.

Participants, both Mentors and Mentees, must complete an application and interview process, participate in monthly group mentoring meetings, and maintain regular contact with a peer partner. The program structure is designed to allow flexibility for each Mentorship group. Mentees complete a Developmental Action Plan to serve as a guide for each group throughout the year. And, individual groups meet once per month via the mode of their choosing.

Through participation in a cohort program for the year (January mentor/mentee introductions through our year-end meeting in December), Mentees gain knowledge from senior HR Mentors, group programs and other mentoring participants. Successful SHRMGP Mentees and Mentors have experienced tremendous personal growth, professional advancement, and lasting friendships by leveraging the Mentorship Program to its fullest.

Five Important Reasons to Become a Mentor

- ✓ Achieve personal career gains
- ✓ Enhance your leadership skills
- ✓ Help shape the leaders of tomorrow
- ✓ Gain new perspectives and fresh ideas
- ✓ Gain intrinsic rewards from helping others

SHRM Competencies

The SHRMGP Mentorship program is focused on several competencies, including:

- Communication
- Relationship Management
- Consultation
- Learning and Development

When you, the Mentee, identify your specific goals and individual development plans in your application, the Mentorship Committee will do its best to match you with a Mentor who has the background and experience to guide you in that direction.

Time Commitment

The SHRMGP Mentoring Program's mission is to increase opportunities for HR professionals' career success through an innovative mentoring approach.

A successful mentoring relationship requires a commitment of time and effort from both parties. Mentees, it's up to you to take responsibility for your goals, ask questions and keep your Mentors updated on your progress. Mentors, we ask that you set aside time in your busy schedule to provide a listening ear and coaching for your Mentees.

The Mentorship Program requires the following **time commitment**, at minimum:

- 1x month in-person, phone conversation or email check-in with Mentor/Mentee
- 1x month email check-in with the Mentorship committee
    - Progress you may be making
    - Challenges you may be having
    - Feel free to use the Accountability Discussion Guide and/or Journaling Guide to communicate your progress (See SHRMGP Success Guide)
    - Attend 3 program events (see below)

The SHRMGP Mentorship Program will host three events for both Mentors and Mentees to attend:

- Kick-Off Event and Orientation – Begin to develop your Individual Developmental Plan (IDP)
- Mid-Point Event- Topic to connect with SHRM Competencies of the groups choosing
- End of Year Event- Pairs share their success, challenges and progress on IDP
    - If you cannot attend the End of Year Event live you MUST submit a summary of your progress to the committee via email

For your other in-person meetings we encourage you to:

- Meet one-on-one, perhaps over coffee or lunch, to establish rapport and focus on personal support.
- Jointly attend functions that broaden professional and/or personal horizons, such as networking events or developmental seminars.

Matching

The Mentorship Committee will make every effort to match you with the Mentor we believe is best for your growth. Here are steps towards accomplishing this goal:

- ✓ Fill out the appropriate application to be either a Mentor or Mentee**.** Answer questions as completely as possible so that we can understand your background, expectations, desired direction and personality.

- ✓ Interview with the Mentorship Committee**.** (The committee members will assess your needs and compatibility in a match.)

- ✓ Expect contact from the Mentorship Committee when we've found you a match.

Program Timeline

November	Applications are due by the end of the month.
December	Interviews conducted.
January	Mentors and Mentees are notified of their respective matches.
February	Join us for the SHRMGP Mentorship Program Kick-Off & Orientation.
August-September	Join us for the SHRMGP Mentorship Program Mid-Year Event.
December	Join us for the SHRMGP End-Of-Year Event.

Frequently Asked Questions

Do I have to be a member of SHRMGP to take part in the Mentorship Program?

All Participants MUST be SHRMGP members.

Membership dues must be paid in full at the time of application and through the length of the program.

May I be both a Mentor and Mentee at the same time?

No. While we all constantly shift roles as leaders and learners in life, we ask that you commit your time and energy to only one role at a time in the Mentorship Program.

How does the Mentorship Committee choose the matches?

We base the matches on the Mentee's desired areas of development, the Mentor's ability to coach the Mentee in those areas, common personal and professional interests, and geographical location.

Why haven't you found a match for me yet?

In order to achieve a high success rate, our mentee/mentor matching process involves careful screening and interviewing of candidates to ensure that pairs are the right fit for one another. Also, we sometimes lack enough mentors or mentees to make a successful match.

What if my match doesn't have time for me? What if I don't have time for my match? What if we aren't a good fit?

We exercise our best judgment in arranging the mentorship matches and ask that you please allow at least four weeks for the mentoring relationship to develop before you request a change or withdrawal.

What if I have to withdraw?

We realize that life often intervenes, despite our best intentions. Let your match and the Mentorship Committee know as soon as possible if you need to withdraw from the program.

What if I feel I don't need a Mentor anymore?

If you feel you've sufficiently reached your goals and no longer need the steady support of a Mentor, immediately let your Mentor and the Mentorship Committee know that you're ready to complete the program. Also, consider being a mentor yourself in the subsequent program.

What if I want to continue the mentoring relationship beyond the program's end?

Mentees often want to work with their Mentors for longer periods of time. If your Mentor agrees, the two of you can work together for another cycle in the program. Many mentoring relationships evolve into lasting friendships because of the growth that is shared.