



## **AIHA MINORITY SPECIAL INTEREST GROUP MENTORING PROGRAM OBJECTIVES & ROLES/RESPONSIBILITIES**

The Mentoring Program is a signature program of the Minority Special Interest Group (MSIG) and was established in 2000.

### **Program Objectives:**

- To provide an opportunity for junior Industrial Hygiene (IH) professionals to learn from experienced IH professionals
- To develop a relationship where both the mentor and mentee can discuss, collaborate, and develop the mentee's technical skills and build a professional network
- To allow the mentor to share knowledge and technical skills with the mentee
- To assist in the development of future leaders in IH

### **Accomplishing the Objectives:**

- Mentor/Mentee will be officially paired for approximately one year
- Mentor/Mentee should communicate at least monthly
- At the completion of the year, the Mentoring Committee requests that program participants complete a program evaluation

### **First Meeting between Mentor/Mentee:**

- Each individual should share professional information (i.e., CV, work experience, etc.)
- Define expectations of the mentor/mentee relationship
  - Define how you will work together and what you plan to achieve
  - What each individual is willing and able to invest in the relationship
  - If either individual's expectations are beyond what the other is willing to accept, negotiate or be willing to accept the other individual's position without any change. If no agreement can be reached, the mentor/mentee should consider whether or not to continue the relationship.
- The Mentor/Mentee should set at least one objective to be accomplished during the year.

### **ROLES/RESPONSIBILITIES:**

Mentoring may be viewed as a partnership with both partners freely contributing to the relationship based upon mutual respect.

- **Mentors will provide their Mentee:**
  - Assistance with technical and professional questions/issues
  - Networking contacts
  - A listening post
  - Assistance with career planning
- **Mentors will not provide their Mentee:**
  - Financial support or assistance
  - Help with personal issues

*Any time that either individual desires to terminate this relationship, they may do so by informing the other party and notifying the MSIG Mentoring Committee.*