



HOFFMAN-HAAS
FELLOWSHIP

Mentor Description

What is the role of a Mentor?

Mentors will be a key piece of the learning experience provided to Hoffman-Haas Fellows. Regular meetings between Mentors and Fellows will:

- Encourage Fellows to process what they are hearing and seeing throughout the program.
- Provide a place to discuss questions and issues that arise.
- Provide an opportunity for Mentors to share the knowledge they have gained over decades of board service.

We anticipate the relationship will provide a rich and rewarding experience for both parties.

What is the time commitment for Mentors?

Mentors are expected to attend both the welcoming event and the wrap-up ceremony for the Fellows. In addition, Mentors are expected to be available for a monthly check-in with their Fellows while they are in the program and to encourage them to process the experience through questioning, feedback and thoughtful commentary. Mentors will also be asked to participate in an evaluation at the end of the program to gain feedback on the quality of the experience. Altogether, Mentors can expect to spend about 12 – 15 hours during the program. Time spent beyond this is at the discretion of the Mentor and Fellow.

How will Mentors be matched with Fellows?

Mentors will be asked to fill out a brief questionnaire listing their background, board experiences, skill-sets and interests. Based on a similar profile from the Fellows, the Center will facilitate the match. While no matching system is perfect, the Center will work to align proximity, interests and background between the Mentor and Fellow. If there are more Mentors than Fellows, the Center may contact you to discuss alternative ways to support the program.

What are the Mentor Qualifications and Responsibilities?

Mentors are expected to have served with distinction for at least three years on at least one nonprofit board, preferably in a leadership role. Experience with several nonprofit boards - representing a diversity of size and issues - is even more helpful. All Mentors are expected to be

thoughtful analyzers of their experiences, good listeners to the questions and concerns of the Fellows, and interested in passing along the wisdom of their experiences to an eager audience.

Specific responsibilities include:

1. Attend a preliminary meeting to understand the role of Mentors and meet others involved in the program.
2. Attend both the welcoming event and the wrap-up ceremony for the Fellows.
3. Be available for a monthly, mutually convenient check-in with Fellows while they are in the program.
4. Set an open and supportive tone for the check-ins to encourage Fellows to process the experience through questioning, critical thinking and thoughtful commentary.
5. Serve as an ambassador for the program.
6. Participate in an evaluation at the end of the program to provide feedback on the quality of the experience.

How can I become a Mentor?

To complete a Mentor questionnaire, visit <http://www.nhnonprofits.org/hoffmanhaas>.