



2021

MINORITY EXECUTIVE LEADERSHIP

# Mentoring Guidelines



*"My favorite part of the program was being assigned a mentor. She was vital to my development by encouraging me to focus on my strengths, be aware of my weaknesses and challenged me in ways I have never been challenged."*

Kristal Barham

Center Director at Health Partners of Western Ohio

The Minority Executive Leadership Certificate program is designed to support emerging nonprofit leaders, specifically minority managers, CEOs/Executive Directors and staff interested in growing into these positions. The program addresses the skills and strategies that enhance organizational sustainability to transform communities. These high-quality professional development nonprofit courses and mentorships provide training and ongoing support systems for personal and professional success.

QUESTIONS? CONTACT US  
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# OVERVIEW

## How the Mentoring Works

Mentors and their protégés are matched by The Center for Nonprofit Resources according to desired area of development.

Protégés are responsible to make the initial contact with their mentor.

Mentors and protégés will plan to meet a minimum of four times via phone conference or in person before September 30, 2021.

Mentoring sessions will range from 60-90 minutes.

More frequent communication via phone or email may take place depending upon individual preferences, goals and by agreement of the mentor and protégé.

The definition of a mentor is a trusted counselor or guide. A mentor has the ability to lead, inspire and motivate his or her protégé by expanding his or her awareness, insight and perspective. Mentors are a powerful force for developing successful professionals. Scholars and business leaders agree that every successful person needs a mentor.

For our purposes, mentoring will take the form of:

- Traditional one-on-one mentoring, in a senior-to-junior relationship or peer-to-peer relationship
- Short-term and focused mentoring



## Program Objectives

The goal of the Minority Executive Leadership Mentoring Program is to provide a way for program participants to develop their professional skills, better serve as employees in their current positions and assist them with professional goals to further their careers in nonprofit management positions.

# MENTORS

## QUALIFICATIONS

- Credibility with and the respect of colleagues, peers and other professionals
- Expertise in his or her field of knowledge
- A desire to help the protégé
- A willingness to commit time and energy to the relationship
- Ability to help the protégé set and attain goals

## MENTOR RESPONSIBILITIES

- Acts as a resource for information about the profession and helps the protégé identify specific goals
- Provides career guidance
- Offers support, advice and counsel
- Establishes trust with the protégé and maintains confidentiality
- Identifies informative reference materials and continuing education opportunities
- Shares unique professional experiences
- Provides encouragement for building self-confidence and stronger self-esteem
- Serves as a solid role model
- Offers constructive and meaningful feedback and critical analysis

## BENEFITS OF MENTORING

- The personal satisfaction of giving back to the community
- A legacy of personal knowledge, insight and experience
- Professional enhancement, higher visibility and prestige
- Expansion of professional network



# ROLES



## Topics for Discussion

Mentors and protégés will discuss ways to improve professionally.

Some common subjects include:

- Nonprofit management practices
- Guidance/recommendation on continuing education, skill building, and useful professional organizations and associations
- Contacts and referrals
- Goals and progress toward professional goals
- Networking

## Mentor's Role

A mentor provides guidance and recommendations to help the protégé develop his or her professional skills and serves as a resource to the nonprofit profession. A mentor also asks questions, communicates the unwritten rules of how the nonprofit industry works and assimilates the protégé into that field.

## Protégé's Role

The Mentor Program is designed primarily for the benefit of the protégé. Therefore, the protégé will assume the majority of the responsibility for the quality of outcomes in a mentoring partnership. A protégé seeks constructive feedback as well as encouragement, and has a strong commitment to professional growth and the ambition to succeed.

