**MENTORSHIP PROGRAM**

*The Leadership Thunder Bay Mentorship Program runs annually from September following graduation from the LTB year to the following June. As a Mentee, you will be invited to attend the September Meet & Greet to meet potential Mentors and determine possible matches. While we recommend that you and your Mentor determine the best frequency and format for your meetings, we suggest that you meet in person every four to six weeks, supported in between with e-mail and telephone contact as required. Your meetings are confidential.*

General

1. All graduates from the classes of 2019, 2020, 2021 LTB are eligible for this next Mentorship Program,

2. Applications will be received until Friday, June 18, 2021. Any late applications may be considered at the sole discretion of the Leadership Thunder Bay Mentorship Committee.

3. In order to maintain the high quality of the Mentorship Program (the “Program”), participation will be capped at 20 mentee-mentor pairs. From time to time, the Committee shall re-evaluate the cap and determine if it should change.

Mentee Recruitment and Participation

1. Mentee applicants to meet the Program requirements as stated in the application form.

2. It is the responsibility of the mentee applicants and participants to keep the Committee informed of any changes to their contact information.

3. Should an applicant not graduate from the Leadership Thunder Bay program that applicant may not participate in the Mentorship Program.

4. Mentee participants are reminded to adequately and appropriately prepare for meetings with their Mentors, including preparation of agendas and topics of discussion to be sent to the Mentor at least one business day in advance.

5. Mentees who wish to withdraw from the program need to discuss their decision with their Mentor, and subsequently inform the LTB Mentorship Committee.

*To apply for the Program, please submit the Application Form:*

*Send completed form by* ***June 18, 2021*** *to* [*Rebecca.johson@thunderbay.ca*](mailto:Rebecca.johson@thunderbay.ca)*. Include in the subject line* ***LTB Mentee Application Form for 2021-2022.*** *Note that information on this form will be provided to Mentors as part of the matching process.*

Mentorship Program Application Form

If you would like to participate as a mentee, please fill out the following form. Information will be kept confidential and will only be shared with the Leadership Thunder Bay Curriculum Committee and Mentors as part of the matching process.

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Leadership Thunder Bay Class: 2019\_\_\_ 2020\_\_\_ 2021\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Cell: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please indicate learning goals you would have for this mentoring relationship:

1. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Are you willing to commit to 1-2 hours every month for at least 10 months? Yes No

Is your employer behind your commitment? Yes No

If “No”, would you prefer to keep this mentorship confidential between you and your Mentor?

Yes No

Are you willing to meet with a mentor at least 8 times during the period? Yes No

Have you been a mentor? Yes No

*or* mentee (informally or in a program) before?Yes No

If yes, please describe your experience.

Is there a mentor who you would prefer to be matched with? Yes No

Please supply name and contact information for this Mentor.

What do you hope to gain from involvement in the Leadership Thunder Bay Mentorship Program?

Why are you interested in the program?

By completing this application form, you agree to the goals and purpose of the mentoring program. Leadership Thunder Bay encourages an open exchange of information and ideas between members participating in the program. However, Leadership Thunder Bay cannot and does not review such communications and does not guarantee or endorse the accuracy of any information exchanged between mentor and mentee. You agree that you will participate in the mentor program in a manner consistent with Leadership Thunder Bay’s Mission.

You further agree to completely release Leadership Thunder Bay, and its directors, from all claims, judgments, demands, liabilities, and actions that you may have arising out of, or in any way relating to, your participation in the mentorship program.

I agree with the above terms, conditions, and goals of the mentor program.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date

Approved for program? Yes No

**TIMELINES**

April 2021 Present the program to the current LTB Class

June 2021 Deadline for applications

By first week in August Invitation to mentors and mentees to attend the Meet & Greet

September 2021 Meet and Greet – review of program, sign contracts

January 2022 Mid-year check-In

June 2022 Graduation – share experience