

Staff Mentoring Program

Objective: *To provide support and guidance to leaders. Mentors will provide feedback, advice; accept return feedback and ideas, complete Quest 2 evaluations, leader appraisals, monthly meetings and spot training with leaders.*

Process

Scheduled Meetings

- Will be conducted month
- Approx. 15 minutes in duration

Quest 2 Evaluations

- At least one Quest 2 evaluation will be conducted over the four month period.

Leader Appraisals

- Will be completed by leaders and then discussed with their mentor during the every 3 months

“Spot” Training & Meetings

- Mentors will conduct spot training and meetings as needed or requested.
- “Spot” training may not be necessarily split up evenly amongst assigned leaders. Amount of time spent per leader will depend on need.

Ongoing (Is not scheduled, occurs randomly based on need of mentor and leader)

- Mentors will provide feedback, guidance, and support on an ongoing basis
- Leaders are encourage to seek out their mentor for assistance and provide mentors will feedback as well