

Ohio Division Image Committee Your Partner For Success



MENTORING MEANT FOR MEMBERS

MENTORS are experienced persons who go out of their way to informally assist an individual to learn and grow within a particular organization. A mentor also serves as a coach, providing encouragement and support.

GUIDELINES

- Introduce yourself and exchange contact information. Mentors should use business cards.
- Arrange to meet prior to the first Chapter Program Meeting in order to get acquainted and to go over important information. If your Chapter has an Orientation Packet bring it to this meeting.
- Briefly go over your Chapter By-laws. Point out important sections such as meeting reservation requirements and committee assignments. Highlight the newsletter to familiarize them with upcoming events and Chapter meeting information, or direct them to your Chapter's Web site.
- Encourage them to become familiar with your Chapter's, Ohio Division's, and International's Web site.
- Keep in contact by e-mail until the next Chapter meeting and plan to meet again at the meeting.
- After the first Program Meeting encourage them to join a committee. Explain the role of each committee and the importance of its role in making the Chapter a success. It would be best for mentors to invite designees to join the committee(s) they are on themselves. Walk them through the process of joining a committee.



Member Mentors

The First Chapter Program Meeting

- *Arrive early to greet your designee.*
- *Assist designee at the registration table.*
- *Introduce designee to Board members, committee chairs, and to each one at your table.*
- *Be gracious and include your designee in table conversation.*
- *During the meeting be ready to answer questions about what is being discussed and identify each one speaking.*



Ohio Division Image Committee

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Send your ideas to the email address listed here, or contact any of these Committee members.



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