



Women's Networking Group Mentorship Program

Mentor Responsibilities:

- Prepare a strategic plan for the session based on the Mentee's growth goal
- Meet routinely with the mentee
- Assign small tasks for the mentee to accomplish after each meeting
- Willingly share your experience and professional success and failures
- Develop a network within the industry
- Advise the mentee in feasible and realistic goals
- Promote the mentee to establish a plan with tasks to attain goals
- Keep mentee on schedule and hold accountable to the schedule
- Stay accessible, committed, and engaged during the length of the program
- Be a resource and a sounding board
- Respect the mentees time and resources
- Keep your conversations confidential
- Provide feedback and recommendations to the ILCA WNG Committee for program improvement via evaluations