



MASSACHUSETTS
LAND TRUST
COALITION

2024-2025 Mentor Pilot Program Guidelines

Organized by the Early Conservation Career Network Committee of MLTC

Mentoring IS

- A partnership between the Mentor and Mentee. A space to share talents, skills, experiences, and expertise.
- Focused on the growth and development of the Mentee, supported by ECCN members through supplemental learning materials.
- An investment of time, energy, and thought from both the Mentor and Mentee.

Mentoring IS NOT

- Sporadic, it is a planned and structured interaction that involves one-on-one meetings, follow-up, and ongoing evaluation.
- For everyone, it is a time-intensive relationship where both parties have to commit.
- Therapy, this is an opportunity for professional development. Life happens, but try to stay on topic.

Benefits of Mentoring

- Mentee
 - Opportunity to have a more experienced or knowledgeable person provide feedback and advice for their continued career and professional development.
 - A space to brainstorm ideas, communicate concerns, and receive support.
 - Receive insight into the Massachusetts Land Trust network.
 - Opportunity to develop a focused plan for professional development that is tied to skills, knowledge, and actions.
- Mentor
 - Opportunity to demonstrate commitment to developing people.
 - Opportunity to develop leadership skills.
 - Opportunity to give back and inspire the next generation.
 - Opportunity to hear about concerns that can be addressed in the larger community.

Roles

- Mentee:
 - Your role is to manage the partnership. The relationship is focused on your needs and aspirations. Time should be devoted to creating and developing career goals, identifying strengths that will promote achievement, and addressing any obstacles that may be in the way. Use the partnership to enhance professional skills and navigate career-related issues.

- Mentor
 - Your role is to share experience, insights, feedback, guidance, and networks that will guide and influence the mentee's goals. Active listening and communication are important aspects, listening to understand the mentee's goals and finding ways to support the goals. As an appreciation for your time and commitment, you will be given a one-time \$50 gift card.
- ECCN
 - Provide tools and resources to support the relationships. A third party to the mentor/mentee relationship, who can intervene if/when needed.

Program Guidelines

- The Pilot Program will take place over 1-year October 19, 2024 to October 25, 2025
- Mentor/Mentee will meet at least 4 times over the year (Zoom/Teams/ Phone Call).
- The meetings should be spaced out every couple of months.
- At least one meeting has to be in person and use the one-time meal stipend of 50 dollars.
- ECCN will send out quarterly resources to support the relationship.
- The respective groups will meet with ECCN separately twice over the year.
- Mentor/Mentee will participate in the program launch at Wildlands on October 19, 2024.
- Mentor/Mentee will participate in the celebration on October 25, 2025.
- Mentor/Mentee will complete two check-in surveys and one program-ending survey.

Mentorship Guidelines

- Approach partnership with an open mind and willingness to invest in yourself and your partner.
- During the program launch in October share contact information.
- Mentor/Mentee should not be in a direct reporting relationship.
- The Partnerships are about professional development.
- The relationship should be grounded in confidentiality and trust. Conversations should remain confidential unless otherwise specified upfront.
- The relationship should be a dynamic and reciprocal experience where the mentor and the mentee should grow from each other.
- The responsibility of identifying discussion topics, surfacing ideas, and structuring the relationship is shared by both Mentor/Mentee.
- Although there is a defined period of time, the relationship can be extended by mutual consent.
- Mentoring is a volunteer activity, either party can end the relationship for any reason at any time with no fault. Please notify ECCN before departure.
- Respect each other's time.
- Mentors should make only positive or natural comments. Be inquisitive and encourage the Mentee
- At any point, if a Mentor/Mentee is uncomfortable they will reach out to ECCN

Mentor- Example Topic and Questions to consider

- What work assignments challenge you the most? Where do you feel stuck?
- What skills do you want to acquire?

- What experiences do you want to have?
- What career paths interest you? What changes will you have to make to pursue your interests?
- Who are your role models? Why did you select them?
- What is an untapped strength of yours that you'd like to see the organization take greater advantage of?
- Who is in your current network?
- What types of people would you like to add?
- What image do you want to project? How would it serve you?

Mentee- Example Topic and Questions to consider

- What interests you about a mentoring partnership?
- What do you believe are the keys to effective development?
- What are some areas in which you could help someone grow and learn?
- How would a mentoring partnership support your objectives?
- How might I be able to give back to you in exchange for your mentoring?
- What are your strengths and how do you leverage them at your current role?