

# NCURA Region I Mentoring Program

The NCURA Region I Mentoring Program is a unique opportunity available only to Region I members. This program enables newcomers to quickly and easily network with seasoned NCURA professionals who have volunteered to share their expertise, guidance and support.

## How it Works

Volunteer mentors and mentees are matched based upon criteria such as specific area of interest, institution type, years in research administration, and goals. Once matched, the two individuals are responsible for coordinating the collaboration that works best for them. We encourage a regular schedule of communication, whether meeting in person or connecting by e-mail or telephone – and certainly to get together at NCURA conferences! NCURA Region I Professional Development Committee members will check in periodically with both participants to gain feedback and to monitor the fit and success of their relationship.

## Roles & Responsibilities

<u>Mentors</u>	<u>Mentees</u>
<p>NCURA Region I seeks mentors who can provide advice, support and guidance and can also share their wealth of knowledge within the field of research administration/sponsored programs. Must have 5+ years experience in sponsored programs to participate.</p>	<p>NCURA Region I seek mentees who are looking for advice, support and guidance from an experienced professional in their field. Must have less than 5 years of sponsored programs experience to participate.</p>
<p>A mentor, at a minimum, should be willing to:</p> <ul style="list-style-type: none"> <li>• Meet/communicate with mentees on a regular schedule agreed upon by both parties.</li> <li>• Share relevant knowledge and experience.</li> </ul> <p>In addition, a mentor can also volunteer to:</p> <ul style="list-style-type: none"> <li>• Provide networking referrals and opportunities.</li> <li>• Assist or advise in other aspects of professional development.</li> </ul>	<p>A mentee should use this service to:</p> <ul style="list-style-type: none"> <li>• Benefit from access to a NCURA Region I member with knowledge and experience in his/her fields of interest.</li> <li>• Explore professional networking and development opportunities.</li> <li>• Connect easily with a fellow NCURA Region I member and colleague.</li> <li>• Learn more about NCURA and how to get the most out of an NCURA membership.</li> </ul>

## The Relationship between the Mentor and Mentee

For a mentoring relationship to succeed, it must be voluntary, and both mentor and mentee must be proactive. An effective mentor/mentee relationship will build mutual respect, appreciation, and goodwill.

<b>Qualities of a Good Mentor Include:</b>	<b>Qualities of a Good Mentee Include:</b>
<ul style="list-style-type: none"> <li>• Relevant knowledge and experience</li> <li>• Excellent interpersonal skills</li> <li>• Empathy for the learner and what the learner is trying to achieve</li> <li>• Enthusiasm for new energy and new ideas</li> </ul>	<ul style="list-style-type: none"> <li>• Enthusiasm for learning and sharing</li> <li>• Openness to feedback and guidance</li> <li>• The desire to set and meet clear goals</li> <li>• Willingness to be proactive and to take ownership of professional development</li> </ul>

## **How to Apply for the NCURA Region I Mentoring Program?**

The application period opens every Fall. Please visit the Mentor Program website to submit your application electronically.

If you have any questions please contact the Professional Development Committee at:  
[pdcc@ncuraregioni.org](mailto:pdcc@ncuraregioni.org)

Thank you!