

PROPOSAL FOR MENTORING PROGRAM EAST TEXAS CHAPTER MASTER NATURALIST

The following guidelines are based on information received from the North Texas Chapter.

Purpose: Having a well-established and coordinated mentoring program for the curriculum training class ensures the smooth integration of class members into the chapter, allowing them to become active participants in Advanced Training and Volunteer Service Activities. The program helps prevent attrition of new members.

Goals of mentors: The mentors encourage and support the trainees as they complete the curriculum training and work toward certification. Mentors stay in touch with trainees and their progress, answering questions about the program, class and field trip regimens, AT and VSH opportunities, procedures for recording hours and filling out forms, navigating around the website, and addressing complaints. The relationship may be short or long-term, but continues until the trainee has completed certification and feels comfortable in the chapter.

Responsibilities of mentors:

- Contact trainee before classes begin to introduce yourself and see if the trainee has any questions. Offer to act as liaison during training. Find out what the trainee's interests are.
- Attend orientation to introduce yourself to trainee. Attend as many training sessions as possible.
- Talk to trainee periodically during training to see how things are going and ask if he or she has any questions. Share personal experiences and offer to get answers to questions.
- Follow up after the end of training.
- Encourage trainee to attend monthly meetings and get to know the members. Let him or her know about other AT opportunities of interest.
- Help trainee find Volunteer Service activities that fit his or her interests. Introduce trainee to members who share his or her interests. Invite trainee to join you on a project.

Responsibilities of the Mentor Coordinator: This person, who will most likely be the Membership Manager, will contact the mentors, let them know their responsibilities, match them with trainees, and provide support during the Curriculum Training and beyond. In looking for mentors, the Coordinator should approach members who are active in the chapter and enjoy working toward certification every year.

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Membership Manager
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