

Matrix Mentoring Specifics

Mentor Criteria

The LEAD program includes a matrix mentoring team component, matching four program participants with two external executives who serve as co-mentors to the team of participants. The matrix team coaches each participant on her LEAD Journey Roadmap development goals, and mentors serve as advisors on team application assignments. Mentors participate for an 8-month period, averaging 4 hours per month, engaging virtually (conference calls, virtual meetings i.e. Zoom, email, etc.) LEAD Mentors are invited to attend sessions of interest, scheduled through their mentees.

Criteria for LEAD Mentors include:

- Seasoned, senior level professionals with a minimum of 5 years interacting directly with executive staff.
- Leaders who are recognized as role models and experts in their field.
- Leaders with an interest and aptitude for coaching others, who want to expand their skill and perspective in developing high potential women.

Benefits of participating as a Mentor in the LEAD Program

- Recognition of the mentor's contributions and leadership talents by the mentor's organization.
- Benchmarking "Best Practices" with other senior level men and women representing diverse occupations and industries.
- Establish strategic alliances with senior level men and women representing diverse occupations and industries.
- Continue leadership growth and learning via interactions with a diverse group of mid-level management women in the program who share their challenges and opportunities in the workplace.

Time Commitment

Time commitment can vary based on the matrix team needs. Many of the "one-on-one" interactions can be conducted successfully via Zoom, conference call or email once a "one-on-one" interaction has been established. Team meetings can be a great success even when the entire team is not able to meet and can be held in conjunction with monthly meetings or at time mutually beneficial to all team members. The average time per month is 4 hours a month for the 8-month program.

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- Mentors are invited to take the LIFO self-assessment, which is used throughout the LEAD Program.
- Mentors for the LEAD Program are partnered with a co-mentor from another company. Co-mentors are matched based on ensuring a broad expertise, background and perspectives to the mentees.
- Co-mentors are then matched with 3 – 4 mentees; achievement-oriented, mid-level female managers (from diverse companies). Again, matches are made to ensure a good mix of perspectives, strengths and background experiences.

The Role of a LEAD Mentor

- The Mentor's Role in the LEAD Program is a balance of Mentoring and Coaching.
- The Mentor's role is based on establishing a relationship and fostering an environment of mutual respect and trust that encourages the mentees to learn and grow.
- Mentors review the Program Issues and Challenges and each mentees' LEAD Journey Roadmap, assist them in the achievement of those goals and hold them accountable for achievement of their development goals.
- Within the Mentor Process, Mentors may find they need to “coach” the mentees on a specific situation, skill or task.

Common Mentor Interactions Include:

- Encourage the exploration of ideas
- Encourage risk taking in learning
- Listen when the mentee has a problem
- Provide appropriate and timely advice
- Provide feedback on actions and behaviors and their impact
- Assist the mentee to identify and solve problems
- Help the mentee to shift their mental context
- Confront negative intentions and behaviors

Once you are confirmed, you will receive (via email) the dates for the following important events:

- ✓ **Mentor Orientation 90-minute Zoom Meeting – both new and returning mentors are asked to attend.**
- ✓ **Mentor Kick-off Zoom session, “The Leadership Connection: The Power of Alliances” at 1:15 pm to 3:30 pm – attendance is required.**
- ✓ **In addition, Mentor Coaching / Development Calls will be held during this mentoring experience – dates and times will be provided at kick-off session.**
- ✓ **You will receive an invitation to the virtual Graduation ceremony.**