

MENTORSHIP

PROGRAM



**FUNDED BY A GRANT FROM THE NATIONAL ASSOCIATION OF COUNTY AND CITY HEALTH OFFICIALS,
WITH SUPPORT FROM THE CENTERS FOR DISEASE CONTROL AND PREVENTION**

Orientation for MHOA Mentorship Program

- Introductions
- Design and Development
- Overview of Mentorship Program
- Calendar review
- Guide review
- Pilot Program Participant Speakers
 - Courtney Warren - Truro
 - Hanna Burnett - Needham
 - Anna McCaffrey - Chilmark

Design and Development

Input from various members of local public health

- 1) Steering Committee that met monthly
 - Charlotte Breef-Pilz, MHOA-APHC
 - Amy Donovan- Palmer, Mansfield Health Department
 - Amy Ewing, Andover Health Department
 - Felix Garcia, Acton Health Department
 - Brenda Healy, Medfield Health Department
 - Jennifer Hoffman, Greenfield Health Department
 - Cathleen Liberty, Franklin Health Department
 - Rike Sterrett, Oxford Health Department
 - Jamie Terry, Brimfield Health Department/ Region 2

- 1) Two focus groups with potential mentors and mentees

Mentorship Program Goals

**Develop skills and
knowledge**



**Foster career
development**



**Create a
supportive
community**



**Build a sustainable
workforce**



New for 2024 - 2025 Mentorship Program

Based on Pilot Program feedback, we are implementing the following changes to this year's program:

- **A mentee-focused approach:** The program is now designed to prioritize the needs and goals of the mentees.
- **Expanded eligibility:** There are no longer any restrictions on mentee work experience. We welcome mentees at any career stage who are interested in learning and growth.
- **Mentor selection:** We will match mentors based on the specific needs and goals of the mentees.

Qualifications

- **Mentors** are required to have **at least 5 years of experience** in local public health or related field
- **Mentees** are required to either be currently working in local public health or be completing their final year of a degree program in a public health-related field
- Mentors and mentees must be willing to commit to an 8-month (October to May) mentoring relationship
- Ability to meet in-person and virtually

Stages of Formal Mentorship Relationships

1

Matching: Mentor and mentee are matched based on their goals for the mentorship relationship, professional interests, backgrounds, and geographic region.

2

Relationship Building: Mentoring pairs meet regularly in person or virtually to discuss progress toward their goals and address any challenges.

3

Goal Setting: Mentor and mentee work together to establish specific goals for the mentorship relationship.

4

Evaluation: Throughout the mentoring relationship, both the mentor and mentee engage in regular reflection on the mentorship process.

5

Closure: The formal mentoring relationship concludes with the program's completion, but the mentor and mentee can choose to continue their relationship

2024 - 2025 Mentorship Calendar

October

Matching process
Program orientation

December

Meet with mentor/mentee
Checkpoint Survey #1

February

Meet with mentor/mentee
Checkpoint #2

April

Meet with mentor/mentee
MHOA program check in

November

Meet with mentor/mentee
Attend MHOA Conference

January

Meet with mentor/mentee
MHOA program check in

March

In person meeting at MHOA
Quarterly meeting

May

End of program event
Complete evaluation
(checkpoint #3)

Resources in the Mentorship Guide

- Mentor/Mentee Agreement
- Goal Setting Framework Worksheet
- Program Checkpoints Questions
- Schedule Overview
- Potential Monthly Discussion Topics

Program Expectations

- Mentors and mentees are expected to commit to the 8-month program and to their mentor/mentee match.
- Mentors and mentees should actively engage with each other through regular communication and meetings.
- Mentors and mentees are required to complete the Mentor/Mentee Agreement, outlining mutual expectations, goals, and boundaries.
- In-person meetings with mentor-mentee are encouraged
- Mentors and mentees should complete checkpoint surveys to provide feedback on their progress and the program's effectiveness.
- Mentors and mentees are required to attend the MHOA conference in November, MHOA Quarterly meeting in March, and Meet with MHOA virtually 2 times to benefit from networking and educational opportunities.

Pilot Program Participants

Mentee Group

Courtney Warren

Anna McCaffrey

Mentor Group

Hanna Burnett

Applications are due by **September 20, 2024**

Visit <https://mentorship.mhoa.com/>
for more information and to apply!

Questions?