



MENTOR PROFILE

Date:

Name: _____

Contact information (Phone/E-mail): _____

Current position: _____

Years in fundraising: _____

Have you served as a mentor? If yes, please give us a few details about your experience:

What areas of fundraising do you excel in? Circle your top (3) three.

- Annual Fund/Direct Response
- Board Development
- Capital Campaign
- Corporate and Foundation
- Government/Advocacy
- Grants Management
- Individual Giving
- Leadership, Management
- Legacy/Planned Giving
- Major Gifts
- Marketing/Communications
- Special Events
- Other

What are your professional strengths and weaknesses?

What expectations do you have of your mentee?

What would you say your personality style is? (Extravert vs. Introvert; Focused vs. Laid Back; Detail oriented vs. Bigger Picture.)

What length of time are you willing to commit to serving as a Mentor? Circle One.

- 3 months-6 months
- 6 months to 1 year
- 2 years

The responsibilities of a mentor

The workload of the mentor-mentee relationship should not fall squarely on the shoulders of the mentor. While the mentor should make themselves available for advice and consultation, the mentee also has a set of responsibilities. With these responsibilities, a mentee can get the most out of their mentoring relationship. Please have the expectation conversation from the start!

Be a truthful advocate.

One of the most important responsibilities of being a mentor is to practice active listening. Great mentors aren't always cheerleaders—they'll constructively tell the mentee the areas for improvement with supporting resources. Please share your wisdom and advice.

Be prompt and consistent.

We encourage the mentee to initiate meetings as needed. If you commit to a video chat, a phone call, or a meeting, please keep that appointment, or give sufficient notice if you must reschedule. Not only is this a professional practice, but it is also a kindness by respecting your mentee's valuable time and willingness to connect and learn.

Evaluate the Mentee's effort to learn and prepare.

We ask your mentee to practice their mentor's instruction and prepare for future meetings. If you feel they aren't respecting your time by showing up prepared, please reiterate the expectations. If it happens more than once, please inform us, so we can step in to address your concerns and plan to resolve them.

Complete a Survey after your Mentorship process.

We would love to have your feedback to strengthen our program.

**Please complete and e-mail your application to:
Cheryl Chunn, MBA, CFRE at cchunn@nashvillerescuemission.org**

Thank you for applying for our mentorship program!