IMPROVE YOU

College of Engineering Staff Mentoring Program

Heidi Eichorn, PHR
Susie DeMoss, M.Ed.

www.engineering.iastate.edu
Mission Statement: “The College of Engineering’s Improve You Staff Mentoring Program strengthens the college through knowledge sharing, leadership development and fostering healthy work partnerships among staff members.”
Program Layout

Our program year runs August through May
Open to all staff in the college (non-faculty)
Two-part program:
  Mentoring partnerships
  Large-group programming (guest speakers, etc.)
Mentor Training Topics

Responsibilities of a mentor
Building rapport
Active listening
Setting direction
Tips for a great start

Developing and tracking goals
Making and monitoring progress
How to give constructive feedback

Navigating delicate issues
Setting boundaries
Professional behavior
Getting the most out of the program

www.engineering.iastate.edu/staff-mentoring
Our group program topics have included:

Productivity & Time Management
Civility
Teamwork
Leadership
Energy Management
Professional Presence

...just to name a few
Productivity & Time Management: University Faculty Member

Civility: University Ombuds Rep

Teamwork: University Faculty Member (and former astronaut)

Leadership: Collegiate Athletic Director

Energy Management: Campus Wellness Director

Professional Presence: Former University Staff Member (who moved into entrepreneurship)

www.engineering.iastate.edu/staff-mentoring
- Intent to participate is submitted
- Preferred role noted (mentor or mentee)
- Submit a profile
  - Posted on secure website
- Mentees required to reach out to potential mentor for an informal initial meeting
- Both parties determine whether to pursue as a partnership for the program year
  - Paperwork required
  - Multiple meetings happening throughout the summer

www.engineering.iastate.edu/staff-mentoring
Mentor

Mentoring is a special partnership between two people based on commitment to the mentoring process, common goals and expectations, focus, mutual trust, and respect.

Both the mentor and the mentee give and grow in the mentoring process. You, the mentor, have an opportunity to review your accomplishments and challenges, as a reminder of lessons learned. In sharing your expertise, you are leaving a legacy and guiding another one’s career path. This also gives you an opportunity to review and re-energize your personal career goals.

Benefits

- Renewed enthusiasm for expertise and increased career satisfaction
- Greater understanding of barriers experienced by other staff members
- Enhanced skills in coaching and listening
- Development of personal style of leadership and communication

Getting Started as a Mentor:

- Mentor Profile
- Mentee Goals Worksheet

Our Mission

The College of Engineering's imPROVE you Staff Mentoring Program strengthens the college through knowledge sharing, leadership development and fostering healthy work partnerships among staff members.

Upcoming Events

Networking Event
Lessons learned

1. You will not make everyone happy
2. RSVPs required (cost savings)
3. Opt-in to receive a resource (cost savings again)
4. Remain consistent in policies, even when difficult
“I feel I gained a valuable relationship with a colleague I would never have otherwise interacted with.”

“This was my first time in the program and it far exceeded my expectations.”

“[The program] helps you to see from a different perspective, and it helps you learn other ways to solve problems.”

www.engineering.iastate.edu/staff-mentoring
“The mentoring training gave me the push I needed to be brave and seek out a key mentor of my own.”

“The lunch and learn topics were timely and beneficial.”

“I was able to meet more people and gain insight on how to grow professionally and what I need to do to make that happen.”
Questions?

Thank you!
Heidi Eichorn, hbe@iastate.edu
Susie DeMoss, sdemoss@iastate.edu