

IECA MENTEE APPLICATION

EXPECTATIONS OF EACH MENTEE:

The Mentee will engage with his/her mentor at least 1 hour per month (in person, e-mail, video chat, or phone). The Mentor will initiate contact for the first 3 months (the Mentee will initiate contact for the remaining months). The mentoring relationship will begin just after the Spring Conference and conclude in early December.

The Mentor will work with the Mentee to identify what the Mentee hopes to achieve from the mentoring relationship. The Mentor will work with the Mentee to identify a skillset or set of skillsets which the Mentee hopes to achieve.

The Mentee will: ask questions, listen intentionally, share concerns, seek advice, enable observation, and receive feedback without reservation. The Mentee will participate in a group mid-term touch-point call with the Leadership Development Committee.

WHAT ARE YOU LOOKING FOR IN A MENTOR?

PARTICULAR AREA OF INTEREST/NEED (CHOOSE NO MORE THAN 4):

- Agility** (e.g. effectively managing multiple priorities; understanding change management; embracing change)
- Business Acumen** (e.g. using knowledge to align people and resources to complete tasks; considering the impact of decisions made on the work of others)
- Collaboration/Teamwork** (e.g. setting clear direction based on multiple initiatives; sharing resources and knowledge across teams)
- Communication** (e.g. being clear and concise; modeling open and transparent communications)
- Continuous Improvement** (e.g. identifying and implementing best practices; organizing people and activities to improve work flow)
- Decision Making** (e.g. involving appropriate stakeholders; leveraging analysis and interpretation of information to make appropriate business decisions)
- Negotiations** (e.g. identifying critical points and how to protect them; knowing how/when to trade positions)
- Organization Performance** (e.g. ensuring accountability for team results; using functional expertise to build relationships)
- Leadership** (e.g. delegating accountability and responsibility; identifying what motivates employees; following up on decisions and task assignments)
- Social Media** (e.g. using social media to improve collaboration within and among companies, encouraging/promoting its use)
- Technology** (e.g. software decisions, how to streamline adoption of new/improved technology)

Are you interested in "swapping roles" and acting as a Mentor in any areas/topics? Yes No
If so, please state which areas / topics you'd be interesting in mentoring:

Qualifications desired in a Mentor (industry experience, management experience, IECA experience, training, etc.) or the name of a preferred Mentor (if you answered yes to the question above, please also state the qualifications desired in a Mentee):

Years of experience: ___ Credit ___ Treasury ___ Contracts/Legal ___ Other PLEASE PROVIDE: _____

I UNDERSTAND THE EXPECTATIONS OF A MENTEE, AND I AM WILLING TO BE A MENTEE IN THE IECA MENTORSHIP PROGRAM FOR THE PERIOD SPECIFIED ABOVE.

Signature: _____

Name: _____

Phone Number: _____ E-mail: _____

City, Province/State, Country: _____