

PMI Austin Mentorship Application Form - **MENTOR**

Thank you for your interest in being a mentor for the PMI Austin mentoring pilot program. We hope this opportunity will be as beneficial to you as it will be to your potential mentee(s). **Please send both this completed form and a copy of your resume to** [**mentoring@pmiausting.org**](mailto:mentoring@pmiausting.org)**.**

**CONTACT INFORMATION:**

|  |  |  |  |
| --- | --- | --- | --- |
| Name: |  | Today’s Date: |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Email Address: |  | Contact Phone: |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Have you been a mentor before? | Yes |  | No |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Are you willing to engage in more than one mentoring relationship? | Yes |  | No |  |

|  |  |
| --- | --- |
| If yes, in how many mentoring relationships are you willing to engage? |  |

Where do you prefer to meet? Circle or bold the most convenient locations (likely based on where you live and/or work):

North Austin Central Austin South Austin

**WORK EXPERIENCE:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Current Employer: |  | |  | Title: |  |
| # of years in Project Management: | |  | | | |
| Date of PMP certification: | |  | | | |

**ADDITIONAL INFORMATION:**

1. What are the top three things you would like to accomplish through a mentoring relationship?
2. In what skills, experience or knowledge areas do you feel most comfortable mentoring? Circle or bold the ones that apply and provide any other ones you would like to add:

Team Building Conflict Management Tools & Techniques

Resource Planning Managing Large/Complex Projects Leading Virtual Teams,

Reporting PMP Certification

1. In which industries have you managed projects? Please state an approximate time for each of the industries.
2. Please provide any additional comments you feel will be helpful on a separate page.

Please include your resume

**ABOUT THE MENTORING PROGRAM**

The PMI Austin Chapter is proud to offer a mentoring program. Below is more information about the program.

**Goals**

The goal of the mentoring program for you as the mentor is to provide an opportunity to develop relationships and share your gained insights with other project management professionals. In the process, you will hopefully learn from your mentee, gaining new and diverse perspectives. Often, mentoring provides mentors the opportunity to revitalize their careers and outlooks on their professional experience.

**Mentor Qualifications/Requirements**

In order to be eligible to participate in the mentoring program you must:

* Be a current PMI Austin member
* PMP certified
* 5+ years PM experience with evidence of progressive PM responsibilities/leadership
* Passion for the advancement of the PM Profession
* Commit to a minimum number of mentee contact hours (in person, over the phone and in meetings): mentoring training session (1.5 hours), average of 2 hours of mentor/mentee discussion each month, mentoring mid-point check meeting or call with mentoring committee members (1 hour), final regroup discussions (1-2 hours)
* Confirm that the contact logs submitted by the mentee are accurate

**What you can expect**

* If we are able to find a good match with a qualified mentee, you agree to the requirements, and you and your mentee agree it is a good match, you will and your mentee will need to fill out a statement of understanding form
* Coaching support will be provided by the mentoring program committee (MPC) members for mentors and mentees.
* An online discussion forum will be available to facilitate communications between the MPC members, mentors and mentees. The MPC members will also use this forum to address matters that impact all mentoring relationships (e.g., program changes, reminders about items due, etc.). Mentors and mentees are encouraged to use this forum to also ask and address ad-hoc questions and share useful information, helping to further enhance the overall mentoring relationship.
* If you have completed the minimum required hours stated in the qualifications/requirements section above, you are eligible for PDUS under Category E: Volunteer Service. The number of eligible PDUs will be based on the contact hours with your mentee and mentoring program related meetings: 1 PDU is for 1 hour of volunteer (non-compensated) service. For more information, visit the following website: <https://ccrs.pmi.org/info/earnpdus>.

**Confidentiality**

Information provided by the mentor and mentee to the MPC will be kept confidential. The MPC will exchange the mentor’s and mentee’s name only after both parties have expressed interest in establishing the mentoring relationship. Information disclosed by mentors and mentees during discussions or in surveys will be reviewed only by the appropriate MPC members. The individual results of surveys submitted to the MPC will be kept anonymous.