

GUIDED MENTORSHIP PROGRAM



Guided Mentorship Program Orientation

ashp.org/guidedmentorship



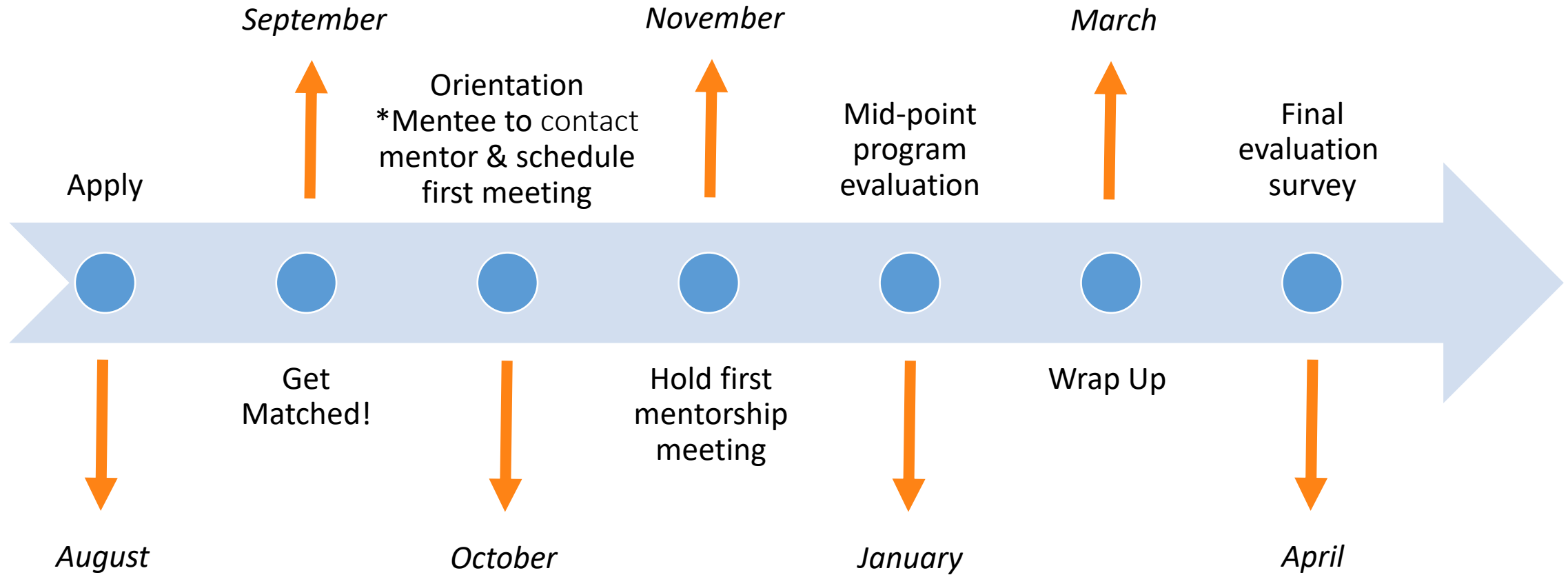
ASHP Guided Mentorship Program (GMP)

What is it?

- Designed to connect student members and new practitioners with experienced practitioners
- Provides a space for professional advice, guidance, and knowledge towards developing a professional career
- Fosters a professional relationship to facilitate professional development, career management, and network building
- Offers a structured opportunity to connect with other ASHP members to learn from one another
- ashp.org/guidedmentorship



Program Overview



Program Participants

- **Mentors**
 - **Experienced pharmacy practitioners** with a robust clinical and leadership track record
 - Includes:
 - Clinical Pharmacists
 - Residency Program Directors
 - Faculty Members
 - Pharmacy Leaders
- **Mentees**
 - **Student pharmacists and new practitioners** interested in exploring career opportunities in health-system pharmacy practice and seeking professional advice and guidance



Mentorship Program Goals

1

Provide one-on-one support and guidance related to professional advancement and skill development

2

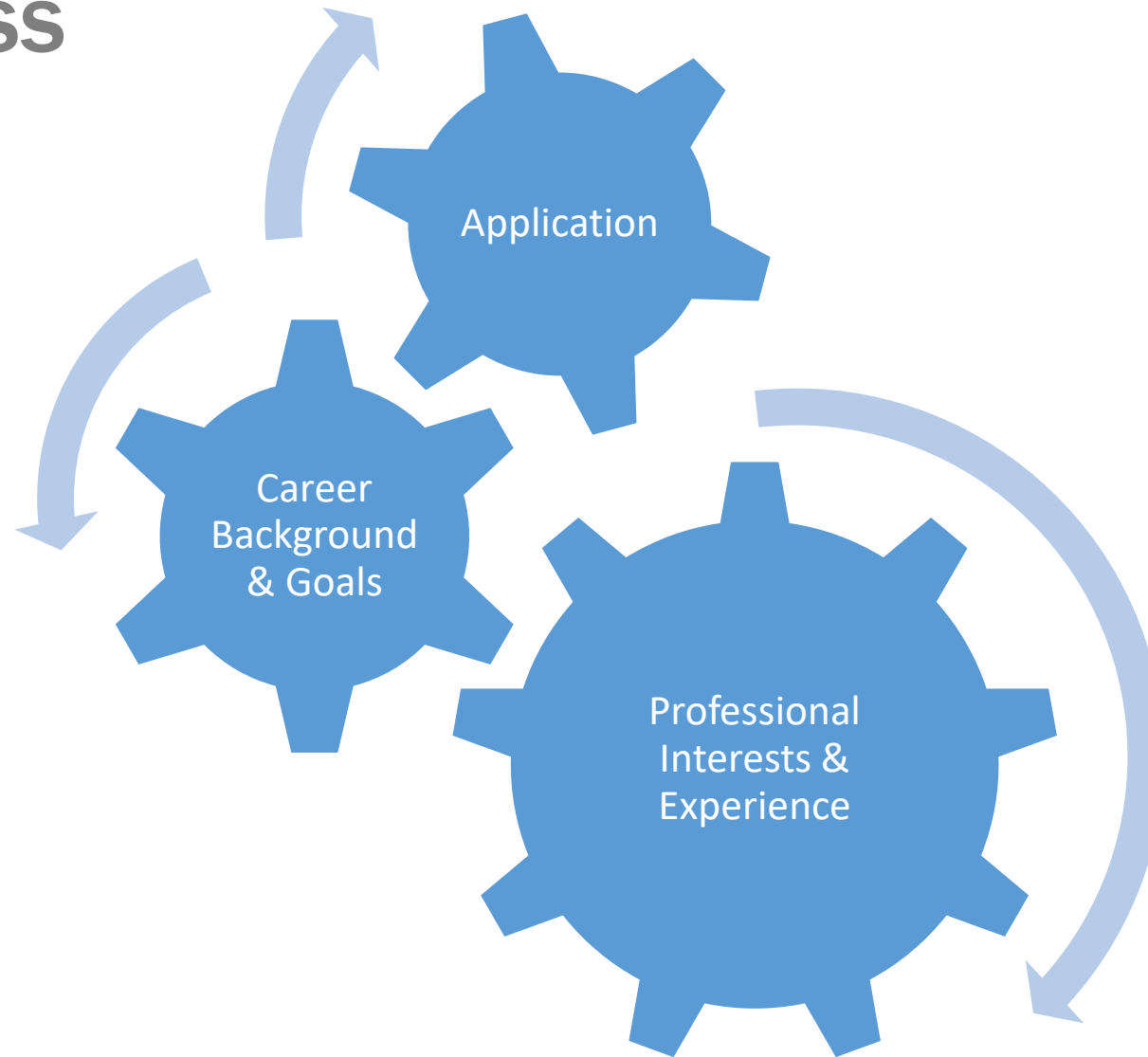
Create a safe, structured space that encourages learning and the exchange of information, knowledge, and ideas

3

Connect colleagues from a variety of backgrounds and experiences to model a framework for continual professional growth and development



Matching Process



Participant Expectations

1

Professionalism

Maintain mutual respect, honesty, confidentiality, and professionalism.

2

Program Commitment

Active participation in all mentorship activities and opportunities from both mentor and mentee.

3

Open Communication

Establish clear lines of communication and be responsive and flexible. Determine best medium for mentor/mentee interactions.

4

Clear Goals

Mentees should prepare for meetings in advance with readings, topic for discussion, or other activities. Communicate mentor/mentee goals for program.

5

Timeliness

Aim for timely response, punctuality during meetings, and follow up where appropriate.

6

Program Feedback

Complete midpoint and final surveys to assist with program evaluation.

Mentor-Mentee Meetings

- First one-on-one meeting to take place by **November 1**
 - Mentor/Mentee to meet for *at least* 1-hour each month through March
- **Mentees:** Take initiative to outline the expectations of the mentorship relationship, including initiating contact with the Mentor and developing and maintaining a meeting schedule and action plan
- **Mentors:** Act as confidante, supporter, advocate, and/or guide to the Mentee. Facilitate Mentee's professional and personal development



Potential Goals/Activities

1

CV Development & Review

Provide constructive feedback on CV development, format, and content.

2

Career Planning

Develop meaningful conversations and hold regular meetings to help coach learner.

3

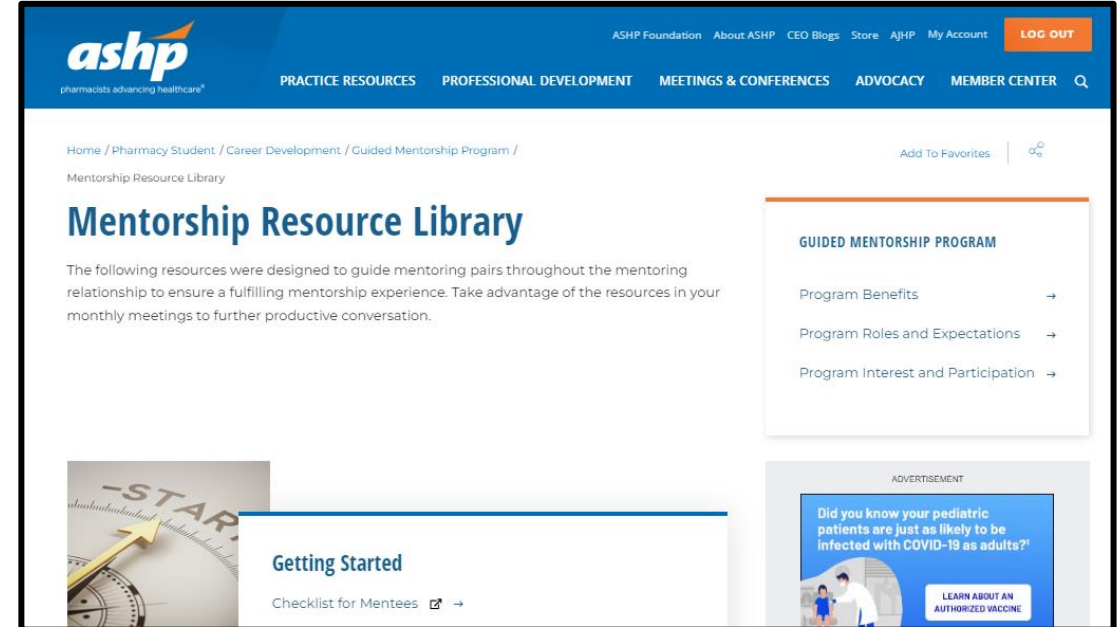
Mock Interviews/Letter of Intent

Practice interview skills and review letters of intent.

Guided Mentorship Program Resource Center

- Mentee and Mentor Specific Resources
- Resources to assist with planning of your first meeting
- Topic Discussions and other resources for use throughout the year!
 - *Login using your ASHP username & password*

<https://www.ashp.org/pharmacy-student/career-development/ashp-mentorship-program/guided-mentorship-program-resource-library>



Mentorship Resource Center

- Suggested activities and tools to enhance mentoring relationships
- Resources for those interested in developing a structured mentorship program at their organization

<https://www.ashp.org/pharmacy-practice/resource-centers/mentorship-resource-center>



Frequently Asked Questions

- What platform should I use for my meetings?
- What to do if having communication challenges?
- What if my ASHP membership expires?
- Can I continue working with my mentor following the program?
- Can I participate again next year?
- What's the value of the [Guided Mentorship Program Resource Library](#)? What can I find there?

Next Steps for **Mentees**

Logistics

- Review available resources to prepare for first meeting
- Review the **Checklist for Mentees**
- **Confirm access to meeting platform**

Communication

- Send introduction e-mail to assigned mentor before November 1 (*see template in GMP Resource Library*)
- Set up first meeting with mentor
- Discuss subsequent meeting availability

Content

- Review mentee resources on GMP Resource page
- Establish personal goals and objectives for program to bring to first meeting
- Prepare elevator speech

Next Steps for Mentors

Logistics

- Review available resources to prepare for first meeting
- **Confirm access to meeting platform**

Communication

- Look for and respond to introduction e-mail from Mentee (to be sent prior to Nov. 1)
- Prepare and discuss subsequent meeting availability

Content

- Prepare using mentor resources in GMP Resource Library
- Establish personal expectations and objectives for program & share these thoughts during first meeting
- Prepare elevator speech

Guided Mentorship Program

Suggested Topics



- ✓ Watch Orientation Webinar
- ✓ Mentee Sends Welcome Email
- ✓ Mentee Schedules First Meeting

- ✓ Topic: Well-Being & Resilience Strategies
- ✓ Topic: Imposter Syndrome

- ✓ Topic: Learn Something New or Deepen Existing Knowledge
- ✓ Topic: Work-Life Integration

October

November

December

January

February

March

- ✓ Share Pharmacy Journey
- ✓ Share CV
- ✓ Discuss Program Goals
- ✓ Set Program Expectations

- ✓ Topic: Elevator Pitch
- ✓ Topic: Personal & Professional Brand
- ✓ Topic: Communication Skills
- ✓ Topic: Leadership Readings

- ✓ Topic: Leadership Strengths
- ✓ Topic: Reflection

Access the [ASHP Guided Mentorship Resource Library](#) for additional topics

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GMP Support
& Questions?

students@ashp.org

GUIDED MENTORSHIP PROGRAM

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