

## Mentor Expectations

**For additional information or to apply to be a mentor:**

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### **What is a MASBO Mentor?**

*An experienced and trusted adviser and a first point of contact for a new clerk.*

### **What does the Mentor/Mentee Relationship look like?**

*A 1-2 year partnership focused on supporting the growth & development of the mentee. Each mentor/mentee relationship is different. We suggest mentees & mentors check in monthly with each other.*

### **Traits of a Successful Mentor:**

*Good Listener & Communicator*

*Flexible & Open Minded*

*Enthusiastic about their job*

*Eager to learn & better themselves*

*Patient & Compassionate*

*Confident in their abilities*

*Learns from their mistakes*

*Respects confidentiality*

*Resourceful*

### **Requirements:**

*Active MASBO member for at least 3 years*

*Attends MASBO training regularly*

*Able to commit to be a mentor for at least one year*

*Time to devote to developing others*

*Able to accept mentee's pace of learning & value different perspectives*

*Can admit to mistakes and learn from them*

### **Other:**

*Mentors receive a maximum of 4 continuing education credits each year served*

*Mentors do not complete work for a mentee, but rather, guide & help them with their duties*

*If a mentor is unable to answer a question, the expectation is that a mentor will find another veteran clerk to help*