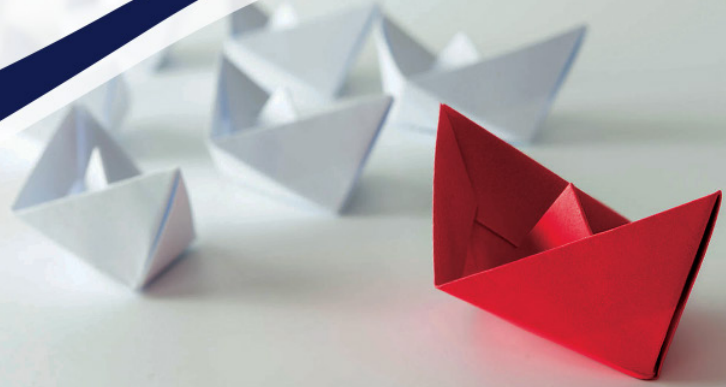


# Emerging Leaders Program

## PROJECT MENTOR GUIDELINES



The Emerging Leaders Program (ELP) is designed for early to mid-career professionals and faculty leaders who have an interest in and talent for higher education leadership. The instructional portion of the program is designed to provide participants with an understanding of the various aspects of the academy and how they relate to each other; identify their short- and long-term career goals; and gain the skills and experience necessary to advance to their next role.

Program participants develop and complete a project/initiative at their home campuses over the course of one academic year. Examples of past projects include:

- Chairing or co-chairing a key division- or university-wide committee/task force that requires working with multiple constituencies.
- Managing a project for a division or university strategic initiative.
- Conducting a research project that investigates an important challenge the university faces and provides an opportunity for the participant to influence campus decision-makers using institutional data and strategic planning.

The goal of the campus initiative is to develop a specific leadership skill or set of skills that the ELP participant and their mentor and/or nominator identify as crucial to meeting the participant's professional goals. The mentor's role is to guide the project implementation process and advise the mentee as they draft their career plan.

### EXPECTATIONS: MENTORS

ELP mentors agree to advise their mentee for the duration of ELP (beginning May 2022) and through the project implementation process over the course of the 2022-2023 academic year. ELP mentors are expected to adhere to the following guidelines:

- Commit to a mentor/mentee contact schedule that outlines the frequency and method of communications (e.g., video calls, telephone, e-mail, etc.). Mentor and mentee should set this schedule together to accommodate their calendars and prior commitments; we recommend at least once every six weeks.
- Provide their mentee counsel and assistance to guide the implementation of the mentee's ELP campus initiative. Suggest ways to improve the process and, if necessary, facilitate connections with experts and resources to strengthen the project or the mentee's leadership development goals.
- Assist their mentee in creating their personal career development plan and next steps.

### EXPECTATIONS: MENTEES

Mentees are expected to adhere to the following guidelines:

- In consultation with their mentor, the mentee will commit to a mutually agreed upon mentor/mentee contact schedule that outlines the frequency and method of communications (e.g., video calls, telephone, e-mail, etc.). We recommend meeting at least once every six weeks.
- Update their mentor with any project developments and/or changes as necessary.
- Outline a career development plan, and once finalized, submit a one to two-page description of that plan to AASCU Vice President of Leadership Development and Partnerships Kathleen Scott at [ScottK@aascu.org](mailto:ScottK@aascu.org).