Roadmap to Mentoring
Sample Timeline For 1st Year Faculty Position

AUG-SEPT
- Identify your interests – explore your academic interests and short-term and long-term goals. Identify which of the academic paths most resonates with those goals (PATHs).
- First Faculty Meeting – meet colleagues, identify those with similar academic goals and clinical interests.
- Research potential mentors on Emory’s DOM website, pubmed, NIH reporter, etc.

OCT-NOV
- Complete your Individual Development Plan, set timelines for goals/outcomes
- Reach out to potential mentor(s) and set up introduction meetings.
  - Come prepared with your updated CV and Individual Development Plan
  - Formalize the mentor-mentee relationship
  - Develop a plan for achieving goals and timeframe for the next meeting
  - Set reasonable expectations using a Mentor/Mentee Agreement
- Meet with your new mentor(s) as per your agreed on schedule
- Attend the DOM Mentee Training Workshop in February
- Reach out to service chief or division director if you cannot identify a mentor

DEC-MAR
- Complete your Individual Development Plan
- Meet with your mentor(s) as per your agreed on schedule
- Attend the DOM Mentee Training Workshop in February
- Develop a plan for achieving goals and timeframe for the next meeting
- Set reasonable expectations using a Mentor/Mentee Agreement
- Reach out to service chief or division director if you cannot identify a mentor

APR-MAY
- Complete your Mentoring Worksheet, update your CV
- Continue to meet with your mentor to discuss obstacles and strategies to overcome obstacles

MAY-JUNE
- Re-evaluate your mentoring relationships – are you satisfied?
- Career Conference Performance Review meeting with Division Director opportunity to discuss mentoring relationships
Roadmap to Mentoring

“Having a good mentor early in your career can mean the difference between success and failure in any field” - Nature’s guide for mentors, June 2007

- Faculty Resources
  - Emory DOM Mentoring Website
    - Identify divisional mentoring facilitators and site-specific peer mentoring champions
    - Stay up to date on mentoring initiatives
  - Emory DOM Faculty Development Website
    - Stay up to date on faculty development workshops and conferences
    - Review promotion guidelines and timelines
  - Emory SOM Faculty Development Website

- What is a mentor?
  - Defined broadly as: “Someone who provides guidance, advice, and shares personal experiences to help someone develop in their professional career or personal life.” For example, a mentor can help you with teaching/educational support, research/scholarly activities, clinical practice, leadership, or general career development.

- What types of mentors should I seek?
  - Mentoring Team (1-3 faculty members in any of the categories below)
    - Career Development Mentor
      - Cares about your career and success
      - Provides guidance after listening to your goals
      - Helps you set goals and timelines to meet those expectations
      - A connector who can help you make key connections
      - Provides honest, constructive feedback
      - Provides support during tough times
    - Life Coach Mentor
      - Helps balance the conflicting demands of work, family and outside activities
    - Research/Clinical Content Mentor
      - Knows content area well enough to advise you on what has or has not been previously studied
      - Successful grant recipient
      - Successful author who can constructively critique your papers
      - Has enough time to meet and support you
    - Quality Improvement Mentor
    - Medical Education Mentor
  - Peer Mentoring – Emory DOM Site specific peer mentoring groups
    - Increase collaboration and networking among divisions to develop a sustained and long-term work relationship.
    - A community of peers to create a supportive environment and a sense of belonging to increase resilience and promote well-being.
A platform where individuals can share knowledge, exchange experiences, and develop skills, offer constructive feedback, and empower each other to reach their full potential, both academically and personally.

- For information on site specific Peer Mentoring groups, please contact the Department of Medicine Office of Faculty Development at somfdev@emory.edu

- How can a mentor help me?
  - Networking: social and professional
  - Career path guidance: teaching, service, research
  - Advocate: Leadership, public speaking, and committee opportunities
  - Research: IRB protocol development, grant writing, finding funding, managing staff, increase scholarship
  - Specific skills: clinical, procedural, research, teaching, feedback
  - Work-life balance: Clarify personal goals/interests, increase personal fulfillment and confidence

- How can I be an effective mentee?
  - Complete an Individual Development Plan, reassess annually
  - Be open to feedback and self-improvement
  - Take the initiative, bring goals and ideas to the table
  - Complete tasks on time
  - Be persistent and resilient to overcome challenges/barriers to your goals
  - Value balance in life to help avoid burn-out