

GUIDED MENTORSHIP PROGRAM



Guided Mentorship Program Orientation

ashp.org/guidedmentorship



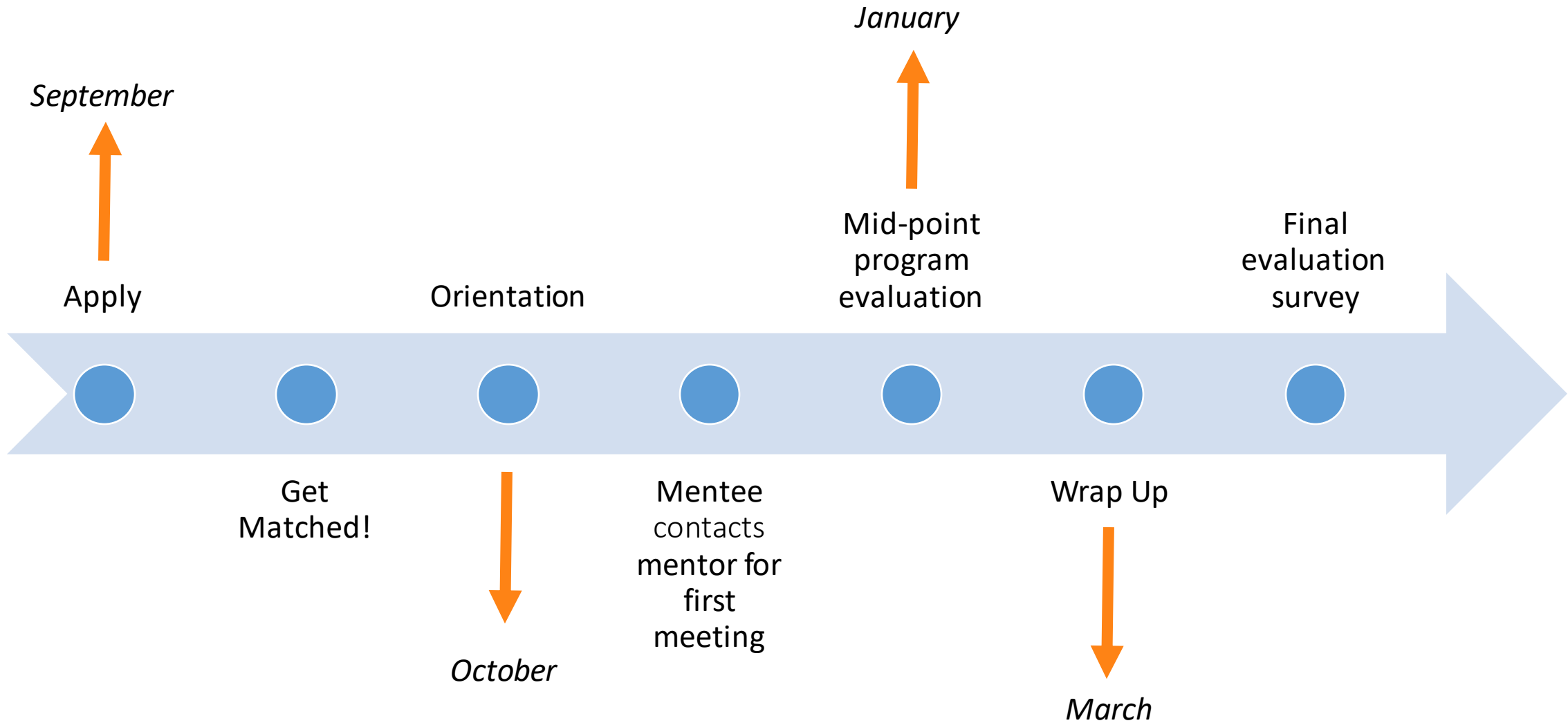
ASHP Guided Mentorship Program

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 diverse 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

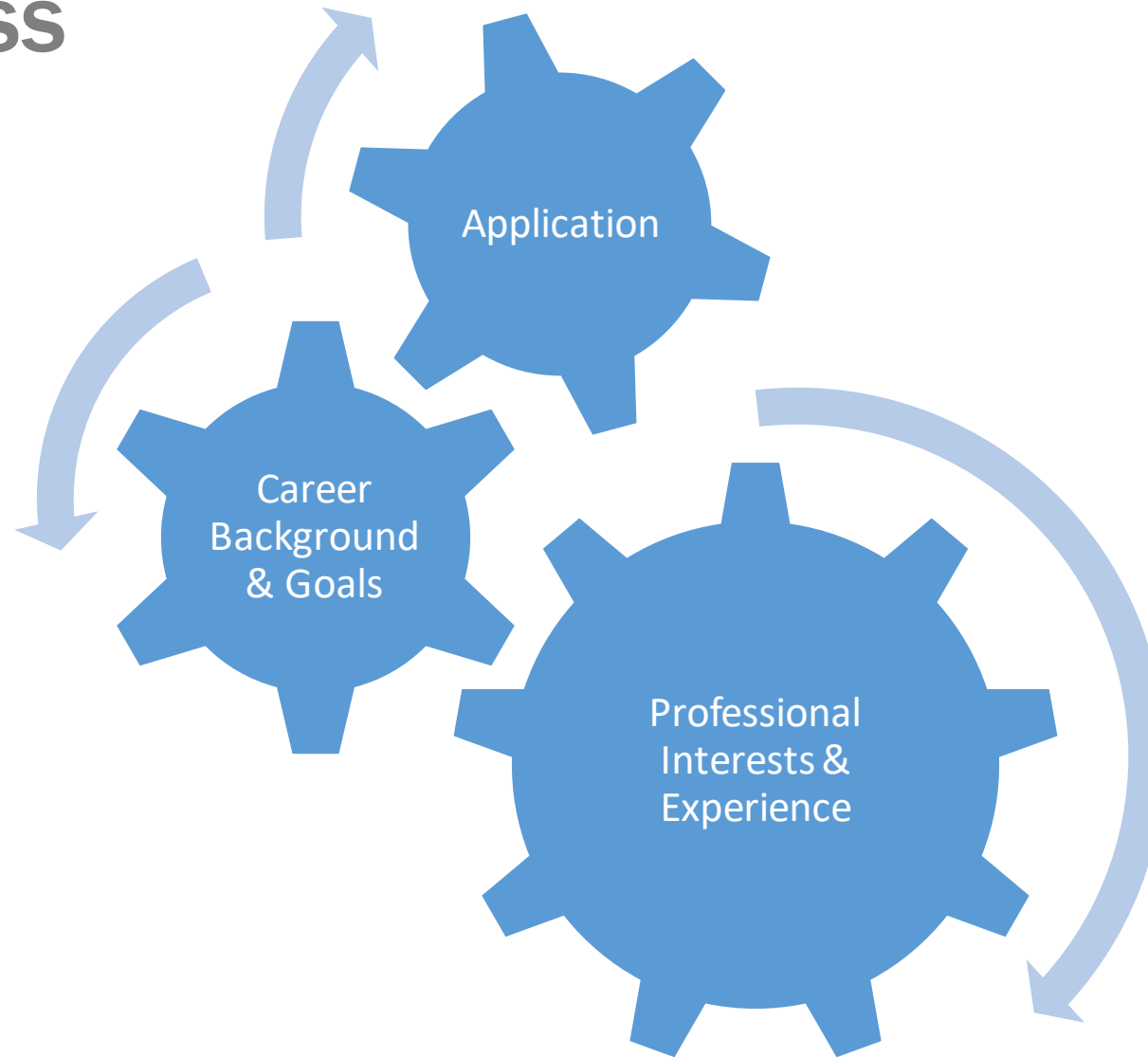
Create a safe, structured space that encourages learning and the exchange of information, knowledge, and ideas

3

Connect colleagues from diverse 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

- Schedule your first one-on-one meeting by **November 1**
 - Meet *at least* monthly from through March
- **Mentees:** take initiative to outline the expectations of the mentorship relationship, including 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

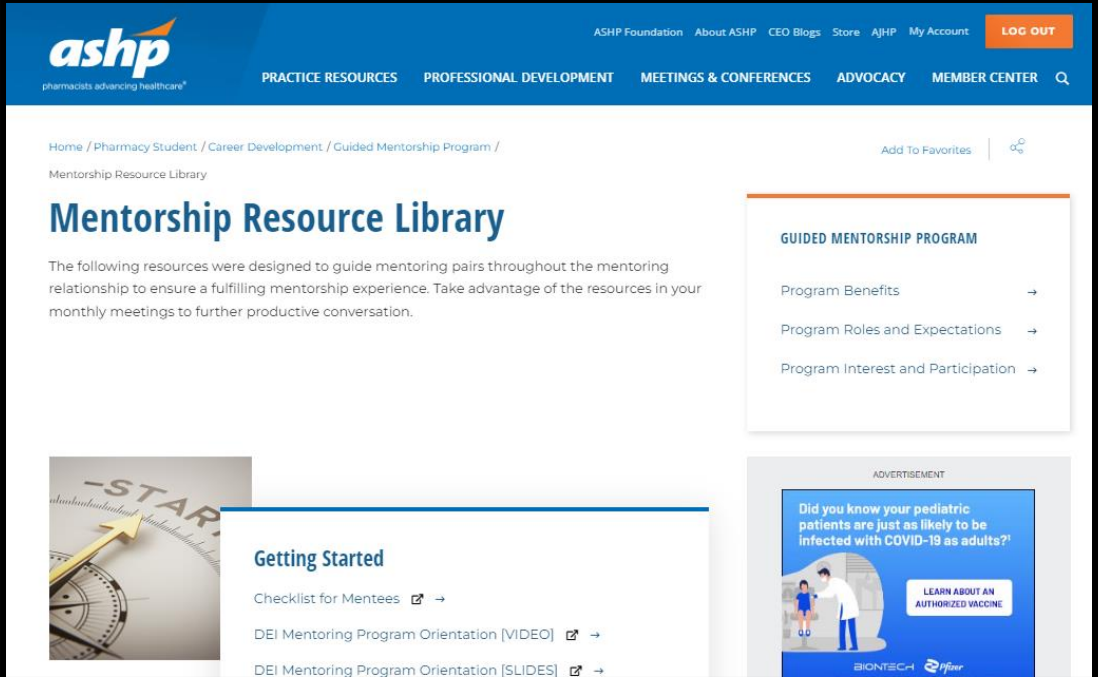
Mock Interviews/Letter of Intent

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!
 - *ASHP Username & Password*

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



The screenshot displays the ASHP Mentorship Resource Library webpage. The header features the ASHP logo and navigation links for Practice Resources, Professional Development, Meetings & Conferences, Advocacy, and Member Center. The main content area is titled "Mentorship Resource Library" and includes a brief introduction about the resources. A sidebar on the right lists "GUIDED MENTORSHIP PROGRAM" resources: Program Benefits, Program Roles and Expectations, and Program Interest and Participation. Below the main content, there is a "Getting Started" section with links for a Checklist for Mentees, DEI Mentoring Program Orientation (VIDEO), and DEI Mentoring Program Orientation (SLIDES). An advertisement for COVID-19 vaccines is also visible on the right side.

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>



The screenshot shows the ASHP Mentorship Resource Center website. The header includes the ASHP logo and navigation links: ASHP Foundation, About ASHP, CEO Blogs, Store, AJHP, Login, and a JOIN ASHP button. The main navigation menu contains: PRACTICE RESOURCES, PROFESSIONAL DEVELOPMENT, MEETINGS & CONFERENCES, ADVOCACY, and MEMBER CENTER. The page title is "Mentorship Resource Center" and features a banner image of two smiling women in a pharmacy setting. Below the banner, the breadcrumb trail reads: Home / Pharmacy Practice / Resource Centers / Mentorship Resource Center. The main heading is "What is the Mentorship Resource Center?". The introductory text states: "The Mentorship Resource Center aims to assist practitioners who serve as mentors and mentees at various points throughout their career. This resource center explores the benefits of identifying a mentor and offers a compilation of tools and suggested activities to establish and optimize mentoring relationships. Resources are also available for those interested in developing a structured mentorship program at their organization." A call to action follows: "If you are looking to connect with a new mentor or mentee, consider participating in the ASHP Guided Mentorship Program or visit the Guided Mentorship Program Resource Library for additional resources to incorporate into your own mentoring relationship." A sidebar menu titled "MENTORSHIP RESOURCE CENTER" lists: Mentoring Resources, Developing a Structured Mentorship Program, Mentor and Mentee Spotlights, ASHP Guided Mentorship Program, and ASHP Preceptor Toolkit, each with a right-pointing arrow.

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?
- *Guided Mentorship Program Resource Library*
- [Guided Mentoship Program FAQs](#)

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 welcome & introductory e-mail to assigned mentor before November 1 (*see template*)
- 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 welcome & introductory e-mail to assigned mentor before November 1
- Prepare and discuss subsequent meeting availability

Content

- Prepare using mentor resources on GMP Resource page
- Establish personal expectations and objectives for program to bring to first meeting
- Prepare elevator speech

Guided Mentorship Program

Suggested Topics



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

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

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



- ✓ Share Pharmacy Journey
- ✓ CV & Program Goals

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

- ✓ Leadership Strengths
- ✓ Reflection

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

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Questions?

students@ashp.org

GUIDED MENTORSHIP PROGRAM

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