

AAHSL New and Developing Academic Health Sciences Libraries – Mentoring Program

Background

The AAHSL New and Developing Academic Health Sciences Libraries – Mentoring Program is being established in order to provide new library directors, or those in a medical library leadership role, for new and developing medical schools, with advice and guidance, as well as the opportunity to work together and to network within the AAHSL community. Mentors are current members of AAHSL, from newly established, 21st century medical schools, who have agreed to advise and guide the new library directors or medical library leaders, of new and developing medical schools. AAHSL mentors will guide AAHSL mentees as they learn about their new roles, and in their future goals. The AAHSL New & Developing Academic Health Sciences Libraries Committee will pair mentors with mentees. Mentors will be provided an email address for their mentee in order to make first contact. Mentees will be provided the contact information for their mentor to facilitate the introductory process.

What is a Mentor?

An AAHSL mentor is an experienced library director, from a newly established, 21st century medical school, who provides professional advice and guidance to a new library director, or library leader, from a new or developing medical school, in order for them to achieve success in their new position.

Qualifications, Role & Expectations

1. Must be an AAHSL member within a new, 21st century medical school.
2. Has a strong interest in professional development and an area of expertise.
3. Serves as a guide, sharing professional experiences, triumphs and struggles.
4. Listens, answers questions and offers tips and suggestions for action.
5. Clarifies expectations with the mentee as to the extent to which they can offer advice and guidance.
6. Meets colleagues with varied backgrounds, experiences, and skills.
7. Networks with others in the area(s) of interest and from various locations and settings.
8. Knows, and is able to discuss, the specific needs and objectives with a mentee.

What is a Mentee?

An AAHSL mentee is a new AAHSL library director, or an individual in a medical library leadership role, for a new or developing medical school, who is seeking professional advice and guidance from an experienced AAHSL library director in order to achieve success in their new position.

Qualifications & Expectations

1. Must be an AAHSL member in a new or developing medical school.
2. Has a strong interest in professional development and seeks advice and guidance in a specific area.
3. Serves as a mentee, sharing experiences, triumphs and struggles.
4. Listens, answers questions and seeks tips and suggestions for action.
5. Clarifies expectations with the mentor as to the extent to which they can seek advice and guidance.
6. Meets colleagues with varied backgrounds, experiences, and skills.
7. Networks with others in their area(s) of interest and from various locations and settings.
8. Knows, and is able to discuss, their needs and objectives with a mentor.

The Matching Process

In order to run a successful program, matching of mentors and mentees will be done with care. This is the first step in an effective relationship. The AAHSL New and Developing Academic Health Sciences Libraries Committee will utilize the information provided on the mentor and mentee applications to make thoughtful and informed matches.

Application to Serve as a Mentor:

MENTOR APPLICATION

Please complete the application, below, and return it to Joanne Muellenbach, Chair, AAHSL New and Developing Academic Health Sciences Libraries Committee, at: joanne.muellenbach@unlv.edu.

Name:

Title:

Organization:

Address:

City:

State:

Zip:

Phone:

- **Mobile**
- **Work**
- **Home**

Email:

Let us know for which of the following areas you have significant experience (you may choose more than one area):

- Administration (overall)**
- Budgets / Finance**
- Collection Development**
- Information Literacy / Biomedical Informatics**
- Personnel**
- Space Planning**
- Other (please explain below)**

Please check this box if you would like to be on the list of AAHSL mentors who may be contacted when inquiries from new and developing medical schools are made with the AAHSL Main Office.

MENTEE APPLICATION

Please complete the application below, and return it to Joanne Muellenbach, Chair, AAHSL New and Developing Academic Health Sciences Libraries Committee, at: joanne.muellenbach@unlv.edu.

Name:

Title:

Organization:

Address:

City:

State:

Zip:

Phone:

- Mobile
- Work
- Home

Email:

Are you currently an AAHSL member? YES ____ NO ____

Let us know for which of the following areas you would like advice and guidance:

- Administration (overall)
- Budgets / Finance
- Collection Development
- Information Literacy / Biomedical Informatics
- Personnel
- Space Planning
- Other (please explain below)

**Association of Academic Health Sciences Libraries
New and Developing Academic Health Sciences Libraries Mentoring Agreement**

Mentor:

Mentee:

Goals of Mentor/Mentee Relationship (Please complete a short description of goals, and proposed time-frame, i.e., meetings once per month / per quarter). You may expand this page, as needed.

Signature: Mentor

Date

Signature: Mentee

Date

A Mentor / Mentee Relationship Certificate will be awarded upon completion of at least one year of participation.

Mentor / Mentee Tips

- 1. Maintain regular communication, and be available as needed.**
 - Mentor should contact mentee as soon as they receive their name. Let the mentee know what is expected. Be available at classes and conferences, to talk with the mentee, answer questions, and provide advice and guidance.

- 2. Be creative, innovative and supportive.**
 - Share ideas, give advice, and be a resource for new ideas.
 - Establish realistic goals, suggest courses, encourage conference participation, and help create a solid career path.

- 3. Define expectations, and be prepared to offer honest feedback.**
 - Review the wide range of AAHSL membership benefits.
 - Be truthful in your advice and feedback, but also be tactful.

- 4. Be an active, consistent and reliable participant.**
 - Engage in your own learning, both as a mentor and as a mentee; collaborate on projects; ask questions; and experiment.
 - The more consistent you are, the more you will be trusted, and relied on for help.

- 5. Be aware of cultural diversity.**
 - Remember that people come from diverse backgrounds and experiences. Get to know each other as individuals.