



MENTOR APPLICATION PROCESS (Revised March 2007)

A. The general **obligations of a mentor** include the following:

Play a vital role in supporting and guiding the development of one to two people who are pursuing certification to work as consultants in AKRI-sponsored conferences. This means thoughtfully examining, with the candidate, his/her existing skills relative to the core competency criteria and planning learning experiences and practice to add the competencies not yet mastered. The mentor role entails engaging in candid and supportive dialogue in a way that furthers the candidate's understanding of her/his strengths and development needs. On occasion, the role may include recommending that a candidate should not continue in the training process or recommending a transfer to another mentor's oversight. In all cases, the mentor will be communicating directly with the candidate involved and working closely with one or more members of the Training and Certification Committee for guidance.

B. In order **to qualify for mentor status**, the following criteria need to be met:

- Be an Associate of the A. K. Rice Institute in good standing.
- Meet all core competency requirements for trainees.
- Meet the additional mentor requirements, which include the ability to:
 - Nurture the development of conference consulting capacities in her/his trainees.
 - Be reasonably available to trainees throughout the process of their developing consulting capabilities.
 - Be candid in providing feedback regarding the developing consulting skills of trainees.
 - Understand and support the development of a wide range of consulting styles in trainees.
 - Assess the core competencies of trainees in Stages 1 and 2 and recommend progression decisions to the Training and Certification Committee in a timely manner.
 - Avail her/himself of opportunities to explore and improve mentor role performance in special educational events sponsored by AKRI.



C. The **review and certification process for mentors** requires submission of the following:

- An email/letter, addressed to the Chair of the Training and Certification Committee, explaining why s/he wants to mentor others in group relations conference consultation work.
- A minimum of two recommendation letters submitted by email. One letter must be from an AKRI conference director for whom s/he has worked within the last ten years, and one must be from a colleague, less experienced in conference work, with whom s/he has worked in the last ten years. Each letter should address the applicant's capacities to mentor others based on the mentor criteria listed above.

If you believe you meet the requirements and are interested in serving as a mentor in the process of training new conference consultants, please submit your letter and the two recommendation letters to the Chair of the Training and Certification Committee at akriceinst@aol.com. You will receive an email response or a phone call from a member of the Committee regarding your application within a few weeks.

The Committee will continue to entertain applications from qualified AKRI Associates, who wish to be designated as mentors, on an ongoing basis. We are grateful for your interest in the training and certification program.