

The 2023 APPA Training Institute Mentorship Program



Dear Leader:

It is with great pleasure that I invite you to serve as a mentor for **the 2023-2024 Leadership Institute (LI) of the American Probation and Parole Association (APPA)**! This will be APPA's ninth class and, as always, we are seeking capable, respected leaders in our field to help guide emerging community corrections leaders as well as assist them during the training experience, and perhaps beyond.

As you know, the LI provides current and/or potential supervisors and managers in our field the opportunity to develop knowledge and competencies required of effective leaders. The multi-disciplinary curriculum is a blend of onsite and distance learning. It addresses current issues germane to community corrections decision makers. During the 12-month journey, areas of focus will include systems thinking, self-assessment/self-awareness, managing internal and external political environments, understanding and promoting a diverse workforce, strategic implementation, and leading in an evidence-based setting. Discussions around subjects such as communication, data collection, and leading during challenging times will be introduced. The course seeks to enhance critical thinking skills and analytical abilities as well as to further develop capacities to exercise leadership and authority.

A cornerstone of the training is interaction with national leaders in our field. During on-site sessions, trainees are paired with mentors like you and are given the chance to develop a network of colleagues.

Will You Be an LI APPA Mentor?

The role of a mentor is to volunteer time (on average, four to six hours per month) during the 12-month period to build a relationship of guidance and support with a mentee.

What are the Requirements of an LI Mentor?

A mentor must be in a position of leadership (or recently retired) and is willing to assist and participate as follows:

- Mentors must be a member of APPA in good standing.
- Introduce self, prior to the opening session of the LI in NYC. The mentor and mentee should discuss the level of interaction/networking expected at initial meeting.
- Develop and implement a regular schedule of virtual meetings with your mentee(s).
- Support mentee throughout the LI process – provide guidance, input, and review LI related assignments and projects and serve as a sounding board during training period.
- Discuss plans for the final assignment/project, i.e., provide feedback and clarify goal(s).
- Connect periodically with LI coordinators to discuss mentee's overall progress (assignments, class participation, etc.).
- Assist the LI coordinator on select matters such as the 360 review (performance evaluation tool that solicits feedback about mentee to provide actionable feedback).
- Meet face-to-face with mentee during the three APPA training institutes which co-occur with the LI. The training institutes will be held in New York City (etc.).
- Accompany mentee to networking events occurring during the three training institutes (make introductions and model what networking looks like).
- Meet with mentee prior to graduation to solicit feedback on relationship.
- Attend LI graduation.
- Discuss continued involvement in APPA (active membership, board position, committees, etc.).
- Provide final feedback to the LI coordinators summarizing experience with the mentee.

If you accept this invitation to participate as a mentor for the upcoming LI class, please submit the Mentorship Survey found [here](https://www.surveymonkey.com/r/2023MentorApplicationSurvey):

<https://www.surveymonkey.com/r/2023MentorApplicationSurvey>

Mentors will be matched with mentees and notified at a later date. Questions or concerns may be addressed to Joshua Nelsen at jnelsen@csg.org. The submission deadline is **June 16, 2023**.

NOTE: Service as a mentor is a **volunteer position** and mentors are not compensated financially for their time or expenses.



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