MENTORSHIP in Collaborative Organization Design

OBJECTIVES:
- To support the professional development of a new generation of STSD practitioners and researchers, and thus help sustain the STS Design field and STSD principles and practices;
- To provide more experienced STS Roundtable (STSRT) members an additional way to contribute, to continue learning, and to participate in our community and the STS Design field;
- To contribute to the vitality of connections and ongoing learning in the STSRT community;
- To develop new and exciting innovative mentorship dialogue and learning processes;
- To reinforce the value proposition of membership in the STS Roundtable.

STRUCTURE & PROCESS:
- Within the following minimal structure, the 'contract' between Mentee and Mentor is a partnership for co-learning and innovative mentorship in key interest areas such as STS theory & practice, deliberation design, participative design, and STS in the digital world;
- Mentorship contracts are for a period of up to 6 months, and they can be renewed by mutual agreement of the Mentor and Mentee;
- Each contract involves a basic commitment between a Mentor and Mentee of 1 hour a month (meeting usually via virtual means) with the opportunity to co-create other arrangements;
- Mentors are recruited and self-identify to the STSRT through an 'Expression of Interest' form that profiles their work experience and mentoring interest, and which is then submitted to and held on file by the Program Administrator (and posted on the STSRT website as an accessible 'profile' WITHOUT personal contact details);
- Request for Mentoring is initiated by the Mentee who completes a Mentee 'Expression of Interest' form that is submitted to the program Administrator;
- Based on the information provided by the roster and availability of Mentors, and by an individual Mentee 'Expression of Interest', the Program Administrator selects 2-3 Mentor options and sends the relevant profiles to the Mentee;
- Once the Mentee has chosen a potential Mentor, the Administrator initiates an introductory meeting for the Mentee and potential Mentor to explore their interests, logistics, new potential innovative practices, and feasibility of their developing a mentorship co-learning partnership;
- The Mentorship process is administered through the website and other resources of the STS Roundtable and its participation in various social media such as Linkedin;
- To support the administration and resources provided by the STSRT, each mentorship contract (including provision for 1 possible extension for up to 6 months) requires payment by the Mentee of an STSRT administrative fee--$50 for student Mentees, $100 for young professional Mentees, $200 for experienced professional Mentees;
- During the initial year of a Mentee's participation in the Mentorship process, if they are not already STSRT members, they will be granted a one-year STSRT membership, with the expectation that in any future year of participation in the process, they will become paid members of the STS Roundtable community.

STS Roundtable (STSRT) Mentorship Process Roles and Responsibilities

Mentoring Sponsorship Team (2-3 Roundtable member volunteers)

- **Selected by the STSRT Stewards, ensuring a mix of mentee and mentor perspectives, diverse gender, and a deep commitment to this process**
- **Provide guidance for the Mentoring Process and to the Administrator (as needed)**
- **Provide key <u>development</u> function to support continuous growth of the mentorship process**
- **Help organize periodic workshops and webinars to share the stories of mentorship partnerships and promote awareness of the process**
- **Ensure continuity (and viability) of the mentoring process**
- **Select the administrator**

Mentoring Process Administrator (1 paid position, part-time)

- **Provide <u>operational</u> support and oversight to the mentoring process**
- **Create and maintain data base and accessible profiles of mentor volunteers**
- **Ensure mentor profiles are up to date, and maintain appropriate degree of privacy of personal contact details**
- **Serve as a primary initial contact for public inquiries**
- **Process requests/applications for a mentor**
- **Be a convenor and facilitator of mentorship partnerships**
- **Facilitate access to STSRT resources**
- **Coordinate with the STSRT Treasurer and website support**

STS Roundtable
Dated: April 2021