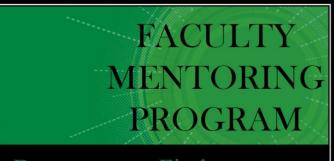Thank you for your commitment to helping your fellow colleagues succeed and supporting UNT's efforts to create an environment where faculty feel inspired and enabled to reach their full potential. As a mentoring partner, you have the opportunity to be part of the development of future UNT faculty leaders by sharing your expertise and knowledge related to the professoriate. Below are some guidelines to assist you on your mentorship journey. Also available at: https://vpaa.unt.edu/one-one-mentoring and mentoring grant resources at https://vpaa.unt.edu/mentoring-grant-program):

Expectations/Role of Mentoring Partners:
- Maintain regular contact with your partner
- Assist partner to clarify/articulate professional & personal goals/objectives
- Provide support and guidance for professional and social development
- Networking
- Offer organizational context
- Support retention efforts
- Promote collegiality
- Review the mentoring partner relationship on an annual basis

Characteristics of Successful Mentoring Partners:
- Accessible
- Provides constructive feedback
- Offers curious questions
- Actively listens
- Shares knowledge and academic career experience
- Open about personal experiences
- Preserve partners intellectual independence
- Maintain confidentiality
- Familiarity with faculty resources
- Acts as an advocate and sponsor for partner
- Genuine interest in the success of his/her/their partner

Do's:
- Be fully committed
- Initiate contact with partner – he/she/they may not be comfortable approaching you
- Communicate openly & clearly
- Follow-up on commitments made with partner
- Encourage partner to reflect & self-evaluate
- Educate yourself on differences in ethnicity, gender, and culture backgrounds
- Encourage partner to develop a developmental network of partners.

Don'ts
- Be inconsistent, unpredictable, or condescending
- Break the confidence/trust of your partner
- Automatically give advice/criticism
- Lose touch with your partner

Mentoring Partner Checklist:

___ Share contact information
___ Review promotion & tenure criteria and policies for your
      Partner's track and rank
___ Obtain & review partner's CV prior to first meeting
___ Discuss expectations
___ Consider motivation behind being a mentor

Suggested topics for discussion:

- Explain what counts as service
- Explain resources available for research
- Discuss annual evaluation, planning format, and process
- Discuss student support services (academic, social, and financial needs)
- Discuss the culture of the Department or College
- Discuss information technology support
- Suggest important university and professional events to attend
- Course preparation, grade policies, & teaching assignments
- Discuss rank, promotion, and tenure guidelines
- Discuss rank, promotion, and lecture guidelines
- Discuss time management, setting priorities, & balancing career/family

Please feel free to contact **Faculty Success** if you have any questions.

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Denton, TX 76203
https://facultysuccess.unt.edu/

Additional Resources:

Faculty Mentoring in a Networked World. Syracuse University ADVANCE Mentoring Resources:
https://suadvance.syr.edu/mentoring-resources/

Mentoring Toolkit: UC, Davis Staff Development & Professional Services
http://sdps.ucdavis.edu/toolkits/mentoring/index.html

Dobrow, S. R., Chandler, D. E., Murphy, W. M., & Kram, K. E. (2012). A review of developmental networks incorporating a mutuality perspective. *Journal of Management, 38*(1), 210-242.

Mentoring Resources: UMass Amherst Institute for Teaching Excellence & Faculty Development https://www.umass.edu/advance/faculty-mentoring

Mentoring Toolkit: UC, Davis Staff Development & Professional Services
http://sdps.ucdavis.edu/toolkits/mentoring/index.html

New Faculty Mentoring Checklist: Ball State University
https://provost.tulane.edu/sites/g/files/rdw996/f/ballchecklist.pdf

Faculty Mentoring Handbook: University of Rhode Island
https://web.uri.edu/worklife/professional/mentoring/

Resources on Faculty Mentoring: University of Michigan Center for Research on Learning and Teaching
http://www.crlt.umich.edu/faculty/facment