Mentorship Program FAQs

March 2020
1. **What is the goal of the WPFN mentorship program?**
To strengthen and build our network of finance professionals in addition to gaining skills and confidence needed to excel in our work environment. Mentors are encouraged to work with mentees to determine what kind of support will be most helpful – specific feedback about career advice, finding jobs, technical advice, personal development, and work/life balance.

2. **What should be the mentee’s expectation of the WPFN mentorship program?**
The mentorship program is intended to provide the mentee encouragement, support and inspirations to assist individuals who may need guidance in one’s professional and personal development. Success requires an equal commitment from both participants.

3. **What does it mean to be a mentor?**
Mentors are professionals who guide and advise mentees in their career paths, helping them achieve their professional goals by encouraging, inspiring, and supporting mentees. There is no minimum level of experience required to become a mentor and the program is suitable for professionals with just a few years of experience to those who have been in the field for several decades.

4. **How do the mentorship partners get matched?**
Each spring, following the close of each application period, the WPFN Mentorship Subcommittee will review applications for both mentors and mentees and select pairs based on mutual areas of interest, experience, and expertise. When possible, proximity and geographic location will be considered in order to maximize the relationship. Participants will be notified of their match in late April, in advance of the annual GFOA conference.

5. **How long does the mentorship program last?**
The mentorship program is for a one-year duration. Connections may continue beyond the program year as it is relevant to the mentee. As goals may evolve over time, the mentor/mentee may need to reevaluate at each application period.

6. **How often should we connect, and what is the time commitment?**
While there is no restriction or requirement on the number of times you should meet, a regular schedule (preferably at least once a month) that works with both the mentor/mentee should be established. This time commitment should help keep the relationship relevant and helpful as intended.

7. **What opportunities are available for mentorship pairs connect?**
WPFN encourages the mentor to initiate the interactions and use phone, email or other communication modes that is most beneficial to the mentorship pairing. There are no requirements for attendance at formal GFOA or GFOA’s WPFN events to participate in the program, but participation is always encouraged.
8. Are there any topics that should not be discussed?
WPFN encourages a healthy dialogue and communication and considers these to be indicators of program success. Care should be taken when discussing potentially confidential information and recommend both partners have an agreement on what are acceptable discussion topics.

9. Can I have more than one mentor?
The mentor/mentee relationship is established for a one-year period, beginning in May of each year and running through the following April. Participants are encouraged to work with their matched partner during the course of this period, so long as the relationship is positive and relevant.

10. If the pairing is not going as planned or I am concerned about the pairing, what should I do?
If you are no longer able to participate in the program or if the pairing is not going as planned, please reach out to the WPFN Mentorship Subcommittee chairs to determine options for switching.

11. Where can I obtain additional information about the program?
Additional program details may be found online at https://gfoa.org/wpfn-mentorship-program. Another useful resource is the Questions to Facilitate Mentor-Mentee Meetings.

12. How do I get started?
Simply complete the online application when the applications open (generally annually in March) and your information will be forwarded for review by the WPFN Mentorship Subcommittee. If you have any questions about the process or program, please reach out to Elizabeth Fu at efu@gfoa.org.