



**Powerful Women.
Public Focus.**

MENTORING PROGRAM

Goals of the NEWPF Mentoring Program:

1. Provide resources for junior women in the public finance industry.
2. Support learning as well as career and personal development.
3. Build supportive relationships.

How to Become a Mentor/Mentee:

- Mentors and mentees must be an active member of NEWPF. To join NEWPF register here: <http://www.northeastwomeninpublicfinance.wildapricot.org/Membership>
- Mentors typically have at least seven years in the industry.
- Mentees typically have less than seven years in the industry.
- Mentors and mentees should register for the speed mentoring event on March 6th here: <http://northeastwomeninpublicfinance.wildapricot.org/ViewEvent.ashx?eventId=840047> to be matched. If one is unable to attend, please email Amanda Moros at amanda.moros@standardandpoors.com expressing interest in participating in the program. A match can be determined at a later date.
- Final matches are determined by the mentoring committee and will be confirmed via email.
- The mentee should contact the mentor to arrange the first meeting/call to discuss the topics below considered key success factors.

Key Success Factors:

- Discuss and agree on mutual expectations and goals at the first meeting.
- Agree to a regular meeting schedule.
- If a meeting has to be canceled, reschedule it right away. You need to make a commitment to the partnership and you need to meet regularly.
- After three months, the mentor and mentee should assess if the relationship is working, if goals need to be changed or if a new partner is needed. Any request for a new partner should be made via email to Jessalynn Moro at jessalynn.moro@fitchratings.com.
- Recognize that your partnership will take time and work.
- Have an understanding of how best to communicate in between meetings (i.e., phone, email or text messaging).
- The mentee should set the agenda for each meeting and both parties should stay focused on it.
- Meeting in person outside the formal meetings may improve the relationship. In addition, arranging "joint" meetings with another mentor/mentee pair may deepen the overall relationship.
- You need to get to know each other and to develop trust.
- The relationship and topics discussed between the mentor and the mentee should be kept confidential.