 **Mentorship Application**

Employee Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Department: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Supervisor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| Job Function |
| The main responsibility of the Mentor is to foster genuine relationships between new hires and to offer support and resources to ensure a successful work environment. The mentor will provide hands on support for those who have been newly hired by The Good Shepherd Community. Such tasks will include; explaining how the organization is structured, supporting and encourage Good Shepherds mission and values, be a positive role model, and remain accessible, committed, and engaged throughout the mentees first year of employment. |

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| How Would Others Describe Your Personality? (Circle all that apply) |

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| CompassionateOutgoingFriendlyEncouragingSympatheticMotivationalPeople PersonApproachable |

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| Open Ended Questions |
| Why would you like to become a mentor?\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

What do you hope to gain from becoming a Mentor? What would you like your Mentee to gain from you?

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What is your favorite thing about working at Good Shepherd?

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Why is having a positive and caring team important to you?

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Applicant Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_

## Supervisor Review/Verification

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| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ has indicated she/he would like to become a Mentor and help train our future team members. We highly value your input and ask that you complete the following rate scale and answer a couple questions. |

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|  | (5) = Exceptional | (4) = Exceeds Requirements | (3) = Meets Requirements | (2) = Gets By | (1) = Needs Work |
| Is a team player throughout the shift |[ ] [ ] [ ] [ ] [ ]
| Finds ways to help keep residents and the shift relaxed |[ ] [ ] [ ] [ ] [ ]
| Is a positive role model |[ ] [ ] [ ] [ ] [ ]
| Is polite to residents, staff and visitors |[ ] [ ] [ ] [ ] [ ]
| Shares job knowledge professionally and respectfully |[ ] [ ] [ ] [ ] [ ]
| Uses job knowledge to benefit the residents/team |[ ] [ ] [ ] [ ] [ ]
| Listens well to others and follows what is being asked |[ ] [ ] [ ] [ ] [ ]
| Communicates well with others |[ ] [ ] [ ] [ ] [ ]
| Is approachable and responds well to any questions |[ ] [ ] [ ] [ ] [ ]

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| Represents the values of Service with Compassion, Trust and Respect |[ ] [ ] [ ] [ ] [ ]
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| Open Ended Questions |

Explain a situation where the applicant demonstrated good team work?

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How does the applicant try to engage all staff in working as a team?

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Is the applicant seen as someone who is approachable and easy to talk to or ask questions?

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Supervisor Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_

**Leadership Pin Earned by Mentors**



Source: <https://www.baudville.com/awards/lapel-pins/premium-pins/character-pin-compass-leading-by-example/details/8/1/71098>