



Name: UNM Staff Mentorship Program

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Approved on: December 17, 2024

1. Whereas, the University of New Mexico Staff Council Staff Success Committee promotes programs and opportunities that relate to staff participation in all facets of staff success. The Committee cooperatively develops proposals that improve the lives of staff on campus by focusing on improving the shared concerns that directly contribute to professional development, continuing education, academic advancement, and overall engagement
2. Whereas, the UNM Health Sciences has an existing staff mentorship program, targeting staff within the health sciences
3. Whereas, the mission for the UNM Health Sciences Staff Mentoring Program is to provide Health Sciences staff with experiences and resources to explore a mentee/mentor relationship and many opportunities for growth at the university,
4. Whereas, the UNM Health Sciences Staff Mentorship Program partners with UNM Engagement and Organizational Development (EOD), a division of UNM Human Resources
5. Whereas, UNM EOD provides professional development workshops and events in the program that are designed to promote the strengths and career potential of the mentees,
6. Whereas, workshops are designed to help mentees identify and promote their strengths and skills and develop leadership skills,
7. Whereas, mentorship aims to address key indicators of employee success and engagement, such as,
 - Having the opportunity to do what the staff member does best
 - Having the opportunities to learn and grow and someone who encourages development and help in navigating their career
 - Having someone at work who cares about the staff member as a person
8. Resolved, the UNM Staff Council Staff Success Committee requests that the University of New Mexico creates a voluntary UNM Staff Mentorship Program that parallels the UNM Health Sciences Staff Mentorship program,
9. Resolved, this voluntary UNM Staff Mentorship Program supports goals 3 and 4 of UNM 2040 in increasing retention through these mentorship relationships,
10. Resolved, the UNM Staff Mentorship Program requests to partner with UNM EOD to offer professional development and leadership workshops,
11. Resolved, the goal is to help improve the mentee's knowledge, skills and abilities, as well as to understand the University culture,
12. Resolved, mentors and mentees have opportunities to network and exchange ideas,
13. Resolved, mentees aim to,
 - Develop strong professional competencies that pertain to a successful career at UNM
 - Increase job satisfaction through positive exchanges of ideas and experiences

- Create a professional relationship with another UNM employee
- Learn more about the University culture and structure
- Provide an opportunity for mentees to learn from an experienced and excelling staff member through one-on-one informal mentoring sessions where a mentor can share information on their own career development
- Provide networking opportunities for mentees to meet other staff members within the University
- Provide opportunities to attend a series of career development and leadership development workshops
- Acclimate more quickly to the organization's culture and expectations
- Develop professional contacts
- Receive feedback on skills, technical abilities, and knowledge
- Develop social relationships where employees can share thoughts, test ideas, and clarify issues

14. Resolved, mentors aim to,

- Provide an opportunity for mentors to help identify, support, inspire and develop staff members at the University
- Assist staff mentees in learning more about professional competencies in higher education, organizational structure, and resources for career development
- Add to your already outstanding leadership skills
- Build a professional network for future collaboration
- Invest in the future of the University
- Learn from the mentee's experiences and insights
- Give something back to the professional community
- Expand your own knowledge by gleaning from the experience, talents, and skills of other employees
- Enhance leadership skills in such areas as interpersonal communications, teaching and providing feedback
- Contribute to an environment of well-being and propriety
- Recognition as a role model by peers

15. Resolved, participation in the UNM Staff Mentorship Program is voluntary and does not guarantee advancement, promotion or salary increases. The program is meant to inspire and support a rewarding and evolving career at UNM. The program is designed to help provide excelling staff members with support and resources to help grow their career,

16. Resolved, department location is not essential for a successful mentoring partnership; mentors can be from a differing department,

17. Resolved, the program should inspire career growth and development, while not interfering or imposing on an employee's responsibility to their position, particularly regarding release time. A mentee in the mentoring program can expect to devote two to three hours a month for the six-month program, and a mentor can expect to devote one to two hours a month,

18. Resolved, supervisory approval is required to apply for the UNM Staff Mentorship Program. Supervisors are responsible for supporting and approving the time needed for mentoring meetings that occur during working hours and supporting employee participants with the time needed to meet with mentors/mentees. Please reference Policy 3300, Section 7.6,

19. Resolved, the UNM Staff Success Committee requests a department sponsorship to ensure that the program should incur no cost for the participant or the department of the participant,
20. Resolved, a subcommittee of no less than 5 participants made up of EOD, Staff Council, Staff Success Committee, and/or other additional volunteers will be comprised for planning, implementing, and promotion of the Staff Mentorship Program,
21. Resolved, the estimated costs would be,

	<i>Indirect Costs</i>	<i>Direct Costs</i>
Mentors	1-2 hours/month, 6 months	-
Mentees	2-3 hours/month, 6 months	-
EOD Training Consultant	4 hours/month, 6 months	-
Food and Supplies	-	\$2000/year
Mentorship Program Committee, 5+ members	2 hours/month 12 months	-
Conference Room Space	EOD Training Rooms, 6 months	-
Guest Speakers	1 hour/month, 6 months	-

Copies of this resolution shall be sent to the UNM Board of Regents; Dr. Garnett Stokes, President of the University of New Mexico; Teresa Costantinidis, Senior Vice President for Finance and Administration; Dr. James Holloway, Provost and Executive Vice President of Academic Affairs; Cinnamon Blair, Chief Marketing and Communications Officer; Kevin Stevenson, Vice President for Human Resources; Bonnie Minkus-Holmes, Manager for Engagement and Organizational Development; and The Daily Lobo.