

Prairie View A&M University Nurses Alumni Chapter

I.M.P.A.C.T. Mentoring Program

Welcome from the Chair

On behalf of the PVAMU Nursing Alumni Chapter, I'd like to extend my sincere gratitude to each of you for your interest and enthusiasm in the PVAMU Mentorship Program. The title, I.M.P.A.C.T. (Influencing **M**aximum **P**otential and **C**haracter **T**raits) was coined by alumna Mattie Mason, when she created the program in 2011. It is with great pride and honor that we serve the PVAMU College of Nursing, its student body, and engage its alumni by sustaining the relevancy of this mentorship program as it strives to meet the needs of participants.

Thank you to our dedicated and motivated students for participating and our nursing alumni for your deep commitment and wholehearted support of nursing education. Feedback from alumni mentors as well as student mentees during this experience, will be greatly appreciated and extremely valuable as we work together to achieve the goal of the mentorship program, which ultimately serves to keep PVAMU nurses everywhere, connected and learning from each other.

Sincerely,



Viola Hebert, RN, BSN, MA

Program Contacts

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Program Purpose and Goals

The PVAMU Nursing Alumni I.M.P.A.C.T. Mentorship program was designed to bridge the gap and create a partnership between graduating students and the alumni. Nursing Alumni are one of our greatest assets. Their valuable experience and guidance shared with our current student body will better prepare them for success in their future professional endeavors. The following is a direct quote extracted from the RWJ Mentoring Program Toolkit (April 2017):

“Retention and graduation rates of racial and ethnic minority students continue to be a major concern for higher education researchers, policy makers, and practitioners. Berkner, He, and Cataldi (2002) reported that over one half of the Black and Latino/a students who enter a four-year college will fail to complete a bachelor’s degree within six years of matriculation, a rate much lower than that exhibited by their White counterparts. Because of the low rates of completion and the negative consequences that accompany them, educators must make efforts to increase persistence and degree completion among this population of students. Mentoring has long been considered a retention and success strategy for students and is related to positive academic outcomes.”

Vernell P. DeWitty, PhD, MBA, RN
Program Director
Robert Wood Johnson Foundation New Careers in
Nursing Scholarship Program

Program Goals for Mentee:

- Empowerment as individual and professional
- Establish Career readiness and ability to Confidently transition from student into professional work force
- Develop realistic SMART goals and expectations facilitated by knowledgeable mentor already experiencing success in nursing field.
- Experience personal and professional growth and development through reciprocal learning

Program Goals for Mentor:

- Enrichment through the opportunity to “give back” to their Alma Mater by providing the next generation of nurses with the tools and development of character traits they need to succeed in transitioning into the workforce
- Experience personal and professional growth and development through mutual learning
- Provide and participate in leadership and developmental opportunities for mentee

Mentorship Definition:

Mentorship is a relationship in which a more experienced or more knowledgeable person helps to guide a less experienced or less knowledgeable person. The mentor may be older or younger than the person being mentored, but he or she must have a certain area of expertise. It is a learning and development partnership between someone with vast experience and someone who wants to learn. Interaction with an expert may also be necessary to gain proficiency with/in cultural tools.

We greatly appreciate your decision to participate in the I.M.P.A.C.T Mentorship Program. We wish you a mutually satisfying experience and success in your chosen path. In our effort to keep this program dynamic and perpetual, we look forward to receiving your feedback at scheduled intervals and at the end of your participation. Please take the time to review this guide before the mentorship process begins to ensure your best preparation and appreciation for the process.

The Mentor

Criteria for Mentors:

1. Registered Nurse
2. Provide a short bio describing your professional experience, etc.
3. Communicate openly with students in person, by e-mail, fax, phone and/or mail, or social media as appropriate.
4. Attend orientation session for mentors (e.g. teleconference, face-to-face meeting, webinar, etc.)
5. Participate with student and faculty for selected activities/networking opportunities
6. Have a sincere desire and willingness to help students by being a mentor
7. Openness to be a “trusted friend”
8. Be willing to fulfill requirements of program through summarizing/documenting the experience. Evaluating the program.
9. Commit to meeting (e.g. via telephone, person-to-person, face-time, etc.) with mentor at least two times per month
10. Be willing to challenge the students to raise the bar for themselves
11. Good listener
12. Encourage students and provide honest feedback
13. Be a positive role model
14. Commit sufficient time to mentor a student or students
15. Be accessible enough (geographically, physically, virtually, etc.) for the students’ needs.
16. Actively support and facilitate the student’s learning
17. Be willing to work through issues and learn about yourself

Mentor Role:

1. **Guide:** Identify resources for problem solving and decision making and refer student as appropriate. Advise your mentee on professional conduct, how to network, communicate and represent themselves professionally and cautionary social context (e.g. Internet and social media, etc.). Help identify mentee’s strengths and weaknesses. Encourage activities to develop insight and personal vision.
2. **Coach:** Help identify mentee’s goals (short and long term). Assist your mentee in developing SMART (Specific, Measurable, Attainable, Relevant, Time Bound) goals, and create a work plan to toward achieving them. Encourage and motivate students in regard to performance and behavior. Help with launching first job interviewing skills, resume writing, and job search skills. Provide opportunities for students to participate in

relevant career-oriented and community activities that foster personal and professional growth and development. Work collaboratively with the class sponsor in promoting the growth and development of students. Document or summarize mentee encounters/experience as feedback of program.

3. **Motivator:** Role model behaviors, provide role modeling concerning professionalism and personal-social behavior. Provide emotional support through recognition, acknowledgement, and feedback. Develop friendship. Attend activities that are significant to the student (i.e. pinning, honors programs, etc.)

The Mentee

Criteria for Mentees:

1. Current student enrolled in PVAMU College of Nursing
2. Ambition and motivation to grow as a nurse and professional individual
3. Commitment to the monthly meeting/contact requirements of the program
4. Open and honest communication with mentor
5. Commit to meeting (e.g. via telephone, person-to-person, face-time, etc.) with mentor at least two times per month.
6. Willingness to build a new relationship and work through issues as they arise
7. Understand that success depends on time, commitment, and interest shown in program
8. Participate with mentor and faculty at select programs and other networking activities
9. Accountable to respond to mentor in a timely and appropriate manner
10. Be an active partner in the process (e.g. be involved in diagnosing, planning, and implementing and evaluating your own learning needs)
11. Learn to negotiate agreements
12. Be a good listener
13. Communicate openly with students in person, by e-mail, fax, phone and/or mail, or social media as appropriate
14. Be willing to fulfill requirements of program through summarizing/documenting and evaluating the mentoring experience.
15. Be open for a reciprocal learning experience.

Mentee Role:

1. **Engaged Participant:** Be actively engaged in the networking and developmental process with your mentor. Provide your mentor with an update on the current nursing education process. Additions of technology, such as the SIM lab and transformation of the College of Nursing might be new or different from when your mentor attended the program.
2. **Share Insights:** Be sure to share what your experience is like so your mentor understands what you have been exposed to and can be thoughtful about additional areas for growth development. Be willing to apply mentor's insights as you transition into the professional work force.
3. **Positive and Respectful Demeanor:** Earnest enthusiasm and interest in learning and expanding your thinking and skill set. Maintain a positive attitude. Choose to have a professional, respectful, mature demeanor when interacting with your mentor.

Faculty Liaison

Faculty Liaison Role:

- Collaborate with Alumnus to schedule Mentorship Program meetings at College of Nursing.
- Provide initial distribution of I.M.P.A.C.T. Mentee Application Form to all students via email blast. This is an electronic form accessed via URL or QR Code via smartphones. This will occur September-October time frame.
- Provide a stimulating environment for Mentor Alumni Leaders and Mentees to experience self-discovery, growth, and personal fulfillment and achievement through a culture of continuous learning.
- Attend faculty meetings and inform staff, faculty, and students about I.M.P.A.C.T. Mentorship Program
- Invites I.M.P.A.C.T Mentorship Program leaders to College of Nursing for presentations and/or meetings with students as appropriate.
- Serve as point of contact with alumni committee chair when issues arise that warrant notification of faculty or College of Nursing.

The Mentoring Process:

1. Program participants (Mentors and Mentees) will complete the I.M.P.A.C.T. Mentorship Program Application form at beginning of each semester unless it is a continued established relationship.
2. The PVAMU Nursing Alumni Chapter collaborates with students and matches mentors with students based on the interests, career aspirations, and fields of expertise indicated on their application forms. This will occur by the October meeting.

Mentee:

At the beginning of the semester, the Faculty Liaison will send you an email with the url/web link and flyer with QR codes directing you to the Mentee Application Form. Please go to:

Mentee Link –

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https://docs.google.com/forms/d/e/1FAIpQLSeYuck8U_8j75a_aVDEOobKeTFsTKeotAPXC1c9XVwxfZ1zWw/viewform?usp=sf_link

Complete the electronic form within two weeks of receipt. For your convenience, the form is available on your mobile devices. Once you submit the form, it will automatically be directed to the Mentorship Program contacts.

Subsequent communication from the Mentorship Program contacts will primarily be via email.

You will be notified via email in September letting you know you've been matched with a Mentor, your mentors name, email, phone number and brief bio will be shared. **It is your responsibility to reach out to your mentor within one week once the match has been made to establish the relationship.** If you need help in initiating conversations, program contacts are happy to help.

Subsequent communication from the Mentorship Program contacts will be via email.

Mentor:

At the beginning of the semester, the Corresponding Secretary of the PVAMU Nursing Alumni Chapter will send you an email with the url/web link directing you to the Mentor Application Form. Please go to:

Mentor Link –

https://docs.google.com/forms/d/e/1FAIpQLSf1WfcOnBcY5IUJV-ceOlpyx0m103WVgd4-Kr7K0jb47B0UPg/viewform?usp=sf_link

Complete the electronic form within two weeks of receipt. For your convenience, the form is available on your mobile devices. . Once you submit the form, it will automatically be directed to the Mentorship Program contacts.

Subsequent communication from the Mentorship Program contacts will primarily be via email.

You will also be notified during this time frame, month of September, to let you know that you have been matched with a student for the year. Expect to hear from your student within one week of the match. If you do not hear from your student, or have any questions or concerns, please feel free to notify program contacts.

Program Expectations:

Together, the mentor and mentee should discuss your expectations for this program. Think about what your goal is for each meeting and how each should benefit. In each exchange between the mentor and mentee, consider the following guidelines:

1. **Understand**. Understand where the student is coming from; being understanding, not critical, or judgmental. Times have changed; pressures have changed. Remember: you were once a student!
2. **Patience**. The student is going through emotional changes. He/she is frustrated and fearful. "For you have need of patience." The support person must be patient to help the student develop patience. Likewise, the mentor may be going through challenges as well. Patience is PEACE UNDER PRESSURE!
3. **Be Real**. Do not try to be a perfect person. Share with each other mistakes you have made and how you have survived those mistakes. It is OK for the best side of you not to show all the time. Show the real you! Do not hide; "Confess your faults one to another."
4. **Be A Good Role Model**. Live and demonstrate a "good life". Be an example of a forgiving person or someone who cares for others and thinks about what is right and the right way to do things. Remember to check in to understand the other person's thoughts, ideas, or concerns. Ask them what they think.
5. **Instill Hope**. Our culture and society are bombarded with challenges, seemingly insurmountable demands, and more. While the world may paint a grim picture; remind each other that there is hope for tomorrow. Your life is worthwhile and you have Priceless Value. Emphasize the positive aspects of one's life, get to know your purpose and live life intentionally and on purpose with expectancy and anticipation of success and love.
6. **Commitment**. Commit to truth in whatever you do, and your plans will succeed. Choose to demonstrate commitment and accountability in the way you live your life. Being committed aligns with being responsible.
7. **Distance**. It may be difficult to find time to meet each month, so consider scheduling your next conversation at the end of each scheduled timeframe. Keeping this relationship, a priority will be add value and encourage growth for both mentor and mentee. If you are separated by distance, consider phone conversations, skype, facetime, email or text. If

distance is not an issue, consider face-to-face meetings like attending a professional networking and development event together or College of Nursing Alumni event.

Program Limitations:

1. Mentors are not expected to assume responsibilities that otherwise should be handled by family or significant others.
2. Mentors will not provide money or financial assistance to individual students (i.e. buy books, pay rent, medical bill, etc.)
3. Mentors are not expected to act as mediators or representatives of students in academic matters which are the responsibility of faculty and the administration of the College of Nursing (i.e. grades/progression, graduation, faculty-student conflicts).
4. In each of the circumstances above, please refer the student to the Faculty Liaison.

Resources and Tools:

Activities organized by PVAMU Nursing Alumni Association

Activities organized by PVAMU College of Nursing (Houston Campus and Main Campus)

Available access to the library resources

RWJ Mentoring Toolkit (April 2017)

Faculty Liaison

Committee Chair

PVNAC President

COVID-19 Precautions: From the period of March 2020 until further notice PVNAC will abide by the guidelines as set forth by the PVAMU College of Nursing, city of Houston, Harris County, state of Texas and CDC in order to reduce the risk of Coronavirus exposure. At a minimum, that includes wearing of masks, social distancing, hand-washing and other guidance as forthcoming.