

**DEPARTMENT OF ORTHOPAEDIC SURGERY MENTORING PROGRAM
COLLEGE OF MEDICINE, UNIVERSITY OF ARIZONA**

Goals

The Department of Orthopaedic Surgery mentoring program is designed to assist junior faculty in their research endeavors, clinical work, regional and national reputation and their advancement in the promotion process.

It is intended that the program will enhance clinical and research skills and professional interactions internally and externally with colleagues.

Structure of Mentoring Program

The model for mentoring in the Department of Orthopaedic Surgery will consist of one-on-one mentoring in which a more senior faculty member is assigned to a junior faculty member.

Matching Mentors and Mentees

Mentoring will be provided for all faculty at the rank of Assistant Professor and selected Associate Professors in the Department. Assignments of mentors will be supervised by the Head of the Mentoring program. The Head of the Mentoring program will be selected by the Department Head.

Faculty members are encouraged to identify additional mentors for other aspects of their career advancement.

Assignment of Mentors

The Head of the departmental mentoring program will assure all assistant professors and selected associate professors have chosen a mentor or will assist them in choosing one. New faculty members will meet with the head of the mentoring program during their first month to discuss selection of a mentor.

The initial mentor may be an advising mentor who will assist the junior faculty member in the selection of a more permanent mentor based on the faculty member's objectives and interests. The permanent mentor will likely be someone who has expertise or interests relevant to the junior faculty member's interests and career direction. However, equally important is commonality of values. In general, faculty members who select their own mentors rate the relationship more highly than faculty who are assigned mentors. Mentors will be sought first from within the Department. If there is no appropriate senior faculty member in the department, a mentor will be sought from another department. It is

anticipated that junior faculty may have more than one mentor, but the program is responsible only for the assignment of a primary mentor.

Expectations of the relationship

Mentors should meet quarterly with their assigned mentee.

Mentors are encouraged to evaluate their mentoring skills using materials provided through the Office of Faculty Affairs, and obtain additional training, as appropriate.

Mentors are encouraged to do the following:

- Review/critique the mentee's work. This would include reading manuscripts and providing constructive criticism in a timely manner, evaluating teaching or clinical work.
- Provide practical advice about activities which will advance their career through the development of a national reputation. This might include assessment of committee invitations, journals in which to publish, time management, etc.
- Review mentee's plan for achieving his/her career goals, and advise about what needs to be done to be promoted
- Provide connections for the mentee to others in their field, and pass on opportunities such as talks to give, and grants to seek.
- Model all aspects of faculty behavior, including relations with the community, colleagues, staff and employees.
- Provide institutional knowledge about what activities are rewarded, where resources may be found, and who has the power/influence to get things done.
- Advocate for the mentee within the department, for example by assisting in assuring protected time for the mentee to achieve particular goals [e.g. grant submission].
- Advise about balancing work and personal life
- Invite to work related social events

Mentees are expected to: 1) think through their career goals; 2) seek timely feedback; 3) evaluate the mentoring relationship annually.

Tracking

The department will keep a list of the individual junior faculty members and names of their mentors.

Evaluation

Both mentors and mentees should complete the Mentoring Evaluation Form annually and provide a copy to the other person and department head.