ANI Emerging Leader Program Mentor Guidelines

One of ANI's objectives is to identify leadership, provide mentorship, and encourage nursing informatics participation in national nursing informatics activities. As part of this objective, ANI has launched the ANI Nursing Informatics Emerging Leaders Program. The program is designed to enhance the leadership skills of individuals in the following key areas:

- Communication and networking
- Strategic planning
- Negotiation and persuasion
- Leading and managing change

The program develops emerging leaders in nursing informatics and involves them in a two-year program to learn about their own leadership potential, identify opportunities for professional growth, and gain knowledge and experience necessary to serve nursing informatics practice and/or policy.

The purpose of this document is to outline the mentor process and responsibilities.

Mentor/Mentee Selection/Pairing:
- Selection of mentors should start with the goals of the mentee and find mentors that have backgrounds that are suitable to the desired project.
- It is beneficial to have two mentors per mentee to counterbalance strengths and weaknesses (such as academic research and practice).
- It is beneficial for the mentee that mentors come from differing areas of expertise and scope of practice. Having two different points of views/perspective is beneficial to the mentee's project work, as well as developing both local and national leadership skills.

Benefits of Mentoring:
- Satisfying to be a part of this new and expanding program
- Intellectual stimulation
- Break from busy schedule
- Indirectly contributing to nursing informatics science/body of knowledge
- Opportunity to learn from other mentors
- Opportunity to be a facilitator of the mentee's learning
- Working with emerging leaders is invigorating and renewing
- Investment in the future of nursing informatics and emerging leaders
- Observing the mentee's growth and accomplishments over time
- Growing our future leaders!

Guidelines for Mentors:
- Take time to establish the partnership and relationship.
- Schedule a mutually agreed upon standing monthly call.
- Encourage the mentee to draft the agenda and lead the discussion, sharing the agenda, discussion topics and materials prior to the call.
- Have the mentee manage scheduling the calendar appointments as a learning opportunity.
- Work with the mentee to develop a schedule/timeline with incremental deliverables spanning over the course of the two year program.
- Be flexible in your approach as the mentee's specific needs may change over time.
- Assess the mentee's skills including travel experience, research background, writing and public speaking skills; meet them where they are at.
- Socialize the mentee to the ANI community and members; identify additional contacts to network with to help achieve the project's goals, or expand leadership skill sets.
- Provide ongoing feedback on the mentee's goals, accomplishments, project deliverables and related activities.
- Consider and apply strategies for accommodating the mentee's strengths and weaknesses.
- Provide coaching on presentation skills, providing testimony, and authoring as relevant.
- Spend time with the mentee to help him/her properly prepare for ANI meetings and quarterly updates; debrief afterwards and discuss lessons learned.
- Provide the mentee with an ongoing list of opportunities that they may want to consider participating in to help them get connected into the community.
- Emphasize the importance of contributing to the science of nursing informatics and reviewing the literature.
- Encourage the mentee to learn about the various ANI nursing informatics organizations and related activities.
- Expose the mentee to the larger landscape of informatics topics and specifically inform them about public policy efforts; include competencies in systems thinking, complexity science.
- Consider facilitating a leadership shadowing experience. (e.g. with other ANI Governing Directors based on interest/focus).

Future Mentors

Interested in becoming a mentor? Contact Karen Greenwood, ANI Staff liaison with a letter of interest. Mentors are being accepted for the 2016 ANI Emerging Leader Class.