

Guidelines for Success in the CVCSCCM Mentor & Mentee Program

The purpose of the Carolinas/Virginias Chapter of SCCM Mentorship is just that! To support and facilitate the professional development of CVCSCCM membership seeking guidance from experienced critical care professionals from a variety of multidisciplinary specialties.

Once a mentor-mentee match is made, it is important and expected that the mentee takes responsibility for contacting the mentor in a timely manner and develops goals for the relationship and discussions. Mentors are usually eager to start the program soon after a match is made in order to provide the best experience possible.

The following guidelines should be considered for optimal participation in the program:

1. The mentee should contact the mentor (via email, phone, Skype, or other method) within 2 weeks of receiving notification of the pairing to schedule an initial conversation.
2. The mentee and mentor should exchange CV's to get to know one another before the initial contact.
3. Mentees should communicate their primary areas of interest for mentorship during the initial contact. Goals should be determined for the mentor-mentee relationship after discussion of desired primary areas of mentorship.
4. Suggestions for topics that may be beneficial to discuss in the initial contact:
 - a. Background and professional experience
 - b. Reason for participating in the mentor-mentee program
 - c. Establish the best mode for communication for the mentor and mentee
 - d. Establish who will be responsible for making contact/setting up subsequent meetings
 - e. Establish a schedule for contact, depending on the needs of the mentee. At a minimum, contact should be made at least once every three months, although many pairs do best with monthly contact. The mentee is responsible for maintaining this schedule, as time allows. Typically, mentor-mentee pairs meet regularly for one year but this can be extended and individualized based on the pair's relationship and goals.
 - f. Discuss stages of professional development (i.e. new clinical practitioner, practicing for 20 years, etc).
 - g. Ideally the mentor and mentee should discuss actionable and measurable goals the mentee hopes to achieve through the program as well as set a timetable for these goals
 - h. Suggested areas of interest for discussion:
 - i. Clinical practice
 1. Patient discussions
 2. Developing guidelines/protocols
 3. Institutional committee involvement
 4. ICU/rounding models
 5. Opportunities for site visits
 - ii. Academia
 1. Tenure vs. non-tenure track responsibilities
 2. Publishing responsibilities
 3. Different styles/techniques for teaching
 4. Topics that each party is required to teach
 5. College committee involvement
 - iii. Research
 1. Biostatistics application
 2. Writing IRB proposals
 3. Writing grants and finding grant opportunities
 4. Formulating and developing a study

5. Benchwork vs. clinical outcomes research
6. Opportunities for publication/collaboration
- iv. Leadership roles
 1. Within the institution/college
 2. Within CVCSCCM and SCCM
 3. Within other organizations
 4. Within the profession in general
- v. Work- life balance
 1. Learning to balance demands of profession with finding other hobbies
 2. Establishing boundaries for work and personal time or travel
- i. It may also be helpful to discuss professional strengths and weaknesses for both parties.
- j. Give reason(s) why you both would like a mentor or mentee.
- k. Identify the overall professional goals for both the mentor and mentee (i.e., FCCM application, clinical practice, research, professional development, networking, management/leadership, academia, precepting, writing, etc.).
5. Subsequent meetings should outline the specific needs for the mentor and mentee more clearly and follow-up on specific goals. There may not be enough time in each meeting to discuss every goal, and therefore specific goals may alternate, depending on the situation.

Evaluations and feedback

6. The mentorship committee may send out periodic emails to mentors and mentees soliciting feedback in order to assess strengths and opportunities for the program

For questions, comments, or concerns, please email