

MASTER GARDENER



YAVAPAI COUNTY

# Mentor Training

# April 23, 2024

Version 2.0



THE UNIVERSITY  
OF ARIZONA

# Agenda

- Welcome & Introductions
- Mentor Program Overview
- Responsibilities (Mentor, Mentee, Mentor Coordinator)
- Mentoring Expectations
- Behavioral Styles
- Additional Mentor Info
- Open Forum
- Forms
- Important Dates



# **Mentor Coordinator**



# Purpose of Mentor Program

- To support and assist Associate Master Gardeners as they acquire their certification hours and become part of the MG community.
- You are not their garden guru – your support is primarily to help them get the information they need and to help them feel welcome.



# Mentor Criteria

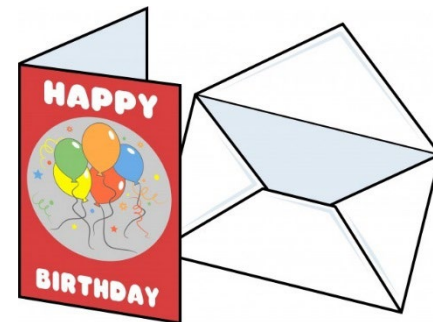
- Mentors must be certified Master Gardeners who have an “active” status and attend monthly MGA meetings.
- Mentors will receive volunteer hours for time spent in the mentor process.



# Mentor Responsibilities



- Attend May 8th session (mentees will also participate)
- Check-in periodically with Mentor Coordinator
- Maintain periodic contact (phone call, email, card) with mentee through the first year of the certification process



# More Responsibilities



- Be available to mentee for questions and guidance
- Encourage mentee to attend monthly MGA meetings and if possible, carpool with the mentee
- Respond to e-mails from Mentor Coordinator (i.e. status to Kathleen Green, Cindy Pitcher)
- Participate in mentee's recognition of certification when awarded at MGA meeting

# Additional Expectations

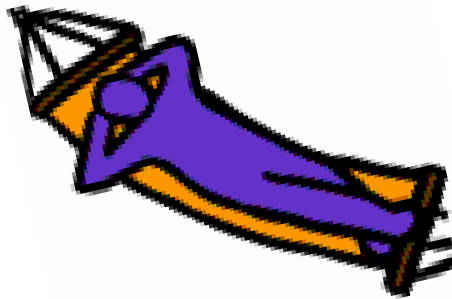
- Review mentee Volunteer information sheet
- Be familiar w/available volunteer activities or ask questions
- Help mentee identify volunteer opportunities of interest to them
- Help mentee connect w/appropriate person when volunteering, e.g. what chair/coordinator to contact





# Mentee Responsibilities

- Attend the Certification Workshop on May 8th
- Communicate with you, their mentor, during the certification year



# What is a MG Mentor?

A mentor:

- Is an advisor
- Is a guide, coach, and role model
- Has knowledge or expertise to encourage mentee's ability
- Is willing to give what he or she knows without expectation of reciprocation
- Represents accomplishment, knowledge and skill

***We make a living by what we get, we make a life by what we give."***

Winston Churchill

# Anyone Can Mentor

- There is no specific formula to integrate the proper personal and professional qualities to create a successful mentoring relationship
- Some individuals are attracted to opposites; others are attracted to those with similar interests, styles and backgrounds



# Getting Acquainted with Mentee

Introduce yourself to your mentee; be confident and smile

Learn how to pronounce the mentee's name; write it down correctly and phonetically

Use positive reinforcement to encourage your mentee

Give your mentee the confidence that you will be dependable and will be in contact with him/her on a regular basis

Accept your mentee as she/he is; be nonjudgmental and maintain an attitude of generosity

Help your mentee to understand the meaning and value of goal planning; get your mentee to think about their certification plan

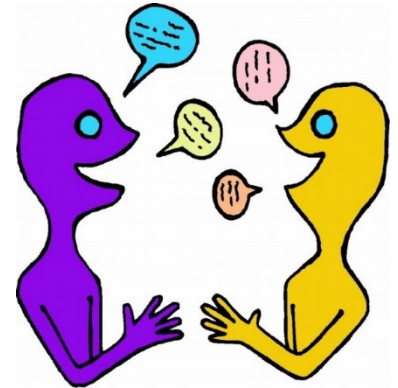
# Effective Mentors

- Offer support, challenge, patience, and enthusiasm while you guide your mentee to new levels of achievement
- Although you may be more knowledgeable and experienced, do not view yourself as superior to your mentee(s)



# Communicating and Connecting

- Forget yourself
- Ask questions
- Find out what mentee is interested in and run with their subject
- Offer genuine compliments and receive compliments graciously
- Smile – make eye contact and practice welcoming body language
- Listen carefully and remember details
- After mentee volunteers for an event, ask about their experience

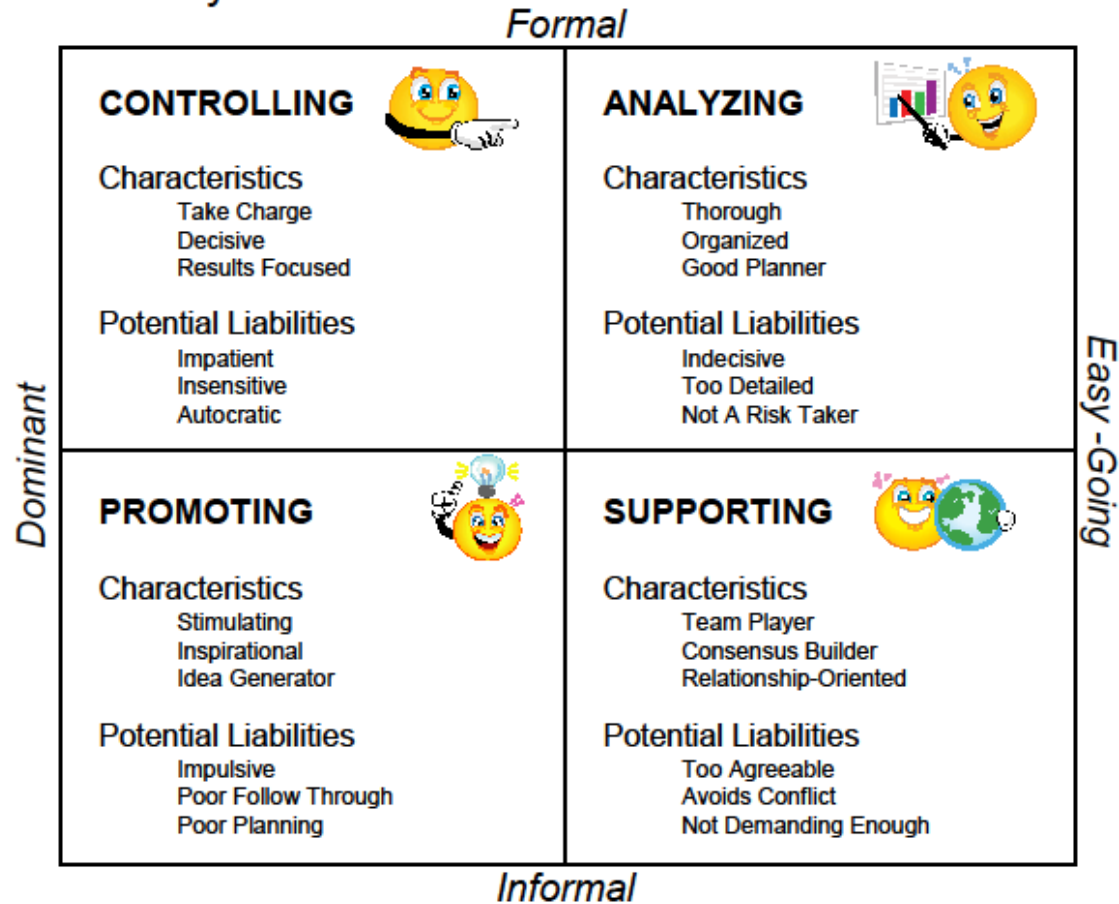


**Mary Barnes**



# Behavioral Styles

## Behavioral Styles





# Mentee's Style

In Public Outreach Training (April 24th)

- Will explain behavioral styles
- Will give examples of how styles can be used to help them find volunteer activities they will enjoy



# Know Your Personal Style – Accommodate Your Mentee’s Personal Style



“Task oriented” people like to do specific tasks



“People oriented” people like to interact with others

- Structured people – like to have a plan
- Unstructured people like to have options

# Additional Mentor Info

## ❑ Speakers Bureau -

- Speaker guidelines, presentations, and reference documents are on the website
- All materials created as Volunteers are property of Extension & may be used by other MGs

## ❑ Know how to find info on our website

<https://extension.arizona.edu/yavapai>

Hours Reporting

MGA Documents

Gardening info

# When Mentee Reaches 50 Hours

- Message is sent to Emily Lane for Connections newsletter w/cc to mentor, Cindy Pitcher, Kathleen Green & Cathy Michener
- Mentor makes congratulatory contact with mentee
- Nametags and certificates may be presented at an MGA meeting, personally presented by mentor, picked-up at Ext Ofc, or mailed.
- Membership chair informs mentee they can now order logo wear



# Hours Reporting

- Encourage mentee to report hours monthly, not wait until the end of the calendar year to send all 50 – takes a while to get nametag
- They will be given instructions on April 24th

# FYI

- If mentee asks a question or if Mary sends them a message about hours, etc, the mentor may be bc'd
- MGs are dropped from the MGA Directory, email distribution, etc. if no hours reported in 12-month period (also moved to inactive status & deleted from DCC system)

# Mentor Coordinator



# Open Forum

- Are you a new mentor?
- What if mentee does not respond?
- Experiences of previous mentors
- Following up w/mentee after first couple volunteer experiences to ask how it went
- Additional concerns?





## Important Date

- Contact your mentee(s) before May 8th
- May 8th – Certification Training (mentors need to participate); volunteer sign-up opportunities; MGA members invited at 11:30; lunch provided



*"A lot of people have gone further than they thought they could, because someone else thought they could."* Author Unknown

*"Thank you for volunteering to be a mentor. We are here to support and help you through the process."*  
Cindy Pitcher