

ASRM Women's Council Mentoring Program

The ASRM Women's Council mentoring program has been designed to encourage ASRM Women's Council (WC) members to help each other in a mentoring relationship. In some instances, less experienced members will have the opportunity to be paired with more seasoned members of the ASRM WC. In others it may be seasoned members with strengths in a given area helping seasoned members who are more experienced in another area. Our goal is to encourage members of the ASRM WC to interact with each other for the betterment of both and those who seek mentoring opportunities and those who wish to be mentored.

PURPOSE

The mentoring process is being started to provide an avenue for less experienced members of the WC to partner with more experienced WC members. The mentors will provide general advice and discussion about some of the broad topics encountered by ASRM WC members such as:

- Setting up an practice,
- Setting up an embryology laboratory,
- How to market one's services,
- How to conduct research in reproductive medicine,
- How to work with medical teams,
- Working in industry,
- General clinical issues involved in reproductive medicine and laboratory biology,
- Academic issues including promotion, faculty development, publication, etc.

SCOPE OF MENTORING

The mentorship agreement will be specifically defined as a voluntary, informal relationship between the mentors and mentees, which offers general advice and discussion surrounding broader issues and not specific clinical cases. The communication between the two parties will be via e-mail, phone, or face-to-face contact.

NOTIFICATION

Notification of mentoring opportunities will be made via the ASRM WC list serve and announcements at the annual meetings.

MENTORS

Interested, potential mentors will be asked to e-mail, telephone, or utilize the regular mail service to contact a member of the mentoring committee and notify the committee of their interest in acting as a mentor.

Mentors need to be members of the ASRM WC.

Mentors will be asked to provide information regarding their education, training and their current and past employment settings, i.e. university, hospital, private practice, IVF clinic, etc. Moreover, mentors will be required to make a commitment of two hours per month for a twelve-month period.

Mentors will list their area(s) of interest for the mentoring experience, i.e. setting up a private practice, clinical issues, etc. Mentors will be informed of the mentee to whom they have been assigned and will have the opportunity to decline working with a specific mentee.

MENTEES

Mentees will e-mail, telephone, or utilize the regular mail service to contact a member of the mentoring committee and notify the committee of a desire to be mentored.

Mentees need to be members of the ASRM WC.

Mentees will list their current work setting and their current areas of interest in which they hope to be mentored, i.e. establishing a private practice, marketing, research, etc.

Mentees may commit to up to two hours of contact per month, unless otherwise agreed upon with their mentor. The duration of the mentoring agreement will be for one year. The Additional participation in the program will be dependent upon the availability of suitable mentors.

Mentees will be asked to sign a release form stating that under no circumstances would a mentee hold a mentor responsible for adverse consequences of the mentoring relationship.

If a mentor and mentee decide that they no longer need/wish to work together they must submit this, in writing, to the mentoring committee. If the mentee determines that the relationship is not successful, the mentee must submit a written request to discontinue the relationship. If this occurs prior to three months, then (s)he would be eligible for a subsequent twelve month mentoring experience.

MENTORING COMMITTEE

It is our hope that the mentoring committee will become a standing committee of the ASRM WC. After serving one year as the chair of the mentoring committee, that person will rotate out, permitting the admittance of one or more volunteers each year. The newest member of the mentoring committee will be elected and advance up the seniority ladder and becoming the chair of the committee in the last year. The mentoring committee will be responsible for the oversight of the program.

AGREEMENT AND RELEASE

I, _____, understand that mentoring is a
(Name of Mentee)
voluntary and informal relationship whereby the mentor will offer general advice and comment regarding broad issues. The mentoring relationship does not involve any exchange of consideration or money for the mentoring services. Mentoring can include communication by telephone, e-mail, or personal contact.

I hereby release the American Society for Reproductive Medicine (ASRM) and its affiliates and any and all members participating in the mentoring program or providing advice and/or counsel in connection therewith from any and all claims, liabilities, damages, or causes of action which I now have, or may have in the future relating to or arising out of the mentoring relationship, including any advice or communications relating thereto.

I understand that my participation in the mentoring program is expressly conditioned upon the receipt of this fully executed agreement and release by the appropriate mentoring committee member.

(Date)

(Mentee's Signature)