

CPHR NL Mentorship Program FAQs

- 1. Do I need to be a member of CPHR NL to participate in this program?**
Yes, the CPHR NL Mentorship Program is a members-only benefit.
- 2. How long does the program run?**
Once matching is confirmed, it is anticipated the program will run for seven months from May to November 2021. When you apply, you are committing to participate in the program for the full duration.
- 3. Can I continue my mentoring relationship once the program has concluded?**
If both participants agree, the mentoring relationship can continue for as long as desired. It's important to note that the formal program support is only in place for the official length of the program.
- 4. What do I need to participate?**
Participants will require a CPHR NL Membership and access to resources/tools to facilitate communication
- 5. When does intake for applications open?**
For 2021, the Mentorship Program will open up to all registered members of CPHR NL on March 15th. We anticipate the 2022 Mentorship Program will have a call for applications in February 2022, please check back for further information at a later date.
- 6. When does intake for applications close?**
Mentors and Mentees will have until March 31st 2021 to submit their respective applications. The Mentorship committee will then begin the process of review and matching all applications, letting all applicants know if there is a successful match by April 30th.
- 7. Is there a charge to participate in this program?**
There is no fee at this time to participate in the CPHR NL Mentorship Program.
- 8. I have already self-identified someone to be my mentor/mentee, can I apply to the CPHR NL Mentorship Program and ask for that person specifically?**
Yes, you can. However, we only match people together if both parties have agreed to work together. Both the mentor and the mentee will complete their application and specifically request to be matched with each other.
- 9. Does everyone who applies for the program get a match?**
While every effort is made to provide all applicants with a match, we cannot guarantee that all participants will be placed. Determining factors may include number of program participants and appropriate matches .
- 10. I was matched with someone who doesn't exactly possess the qualities I had indicated on my application. Why did this happen?**
We do our best to find you the best match possible given the pool of mentor candidates. Unfortunately, we can't ensure there will be a mentor who meets all of your requirements. Our aim is to find every mentee a mentor as best we can and that sometimes means that both mentees and mentors need to be flexible when it comes to expectations about their match.
- 11. What happens if I don't get matched?**
We do our best to find everyone an appropriate match, but it all depends on the number of applicants each year. If we are unable to find you a match, we will notify you before the onset

of the program. Things can change, however and if an appropriate match is found during the 1st month after the program starts, then we will contact you to see if you are still interested in participating. After the 1st month, if we still haven't found you a match, you will have to reapply the following intake.

12. **Am I only able to be matched within my region?**

Given the connective abilities that technology brings, matches may be made across the province.

13. **Can I be a mentor and a mentee?**

Yes, however you must complete the online application for each position separately.

14. **If I have a question about my match who do I reach out to?**

If you have any questions or require support throughout the program, contact mentorship@cphrnl.ca.

15. **How often should I connect with my partner?**

You can connect with your partner as often as you like, but it is important to connect at least once a month for approximately one hour. We appreciate participants schedules and availability may vary so we encourage flexibility, however the duration and meeting times should be mutually agreed with your partner.

16. **How and what are we going to talk about during our first meeting?**

The first meeting should be arranged at a convenient time for the mentor and mentee in an agreed upon format. The mentee is encouraged to take the initiative to reach out and facilitate scheduling a meeting. In this meeting, please complete the Mentorship Action plan and following, submit to mentorship@cphrnl.ca. You may also wish to discuss a date for your next meeting.

17. **What kinds of activities can I do with my partner?**

The activities will depend on both parties' availability. Most of the participants are very busy but try to schedule an interaction (virtually) from time to time. Please remember that if you decide to invite your partner to an activity you are not expected to pay for him or her. It is important to discuss boundaries and expectation early on. You are not expected to attend social gatherings of a personal nature.

18. **What do I do if the relationship with my partner is not working?**

Participants are encouraged to build a connection with your mentoring pair and make the relationship successful and beneficial. If after a few interactions, it is clear that the relationship will not work, please contact the mentorship@cphrnl.ca to discuss further solutions. Please do so as early as possible in the program.

19. **I am a student member, and I don't have HR experience yet can I apply to the program?**

Student members who don't have any HR experience can apply to be a mentee in our program.

20. **Are mentors responsible for academic assistance?**

The Mentorship Program is designed to nurture professional development. Mentors are not responsible for providing academic assistance.

21. **How many CPD hours can I earn for participation in the CPHR NL Mentorship Program?**

With formal acceptance into the CPHR NL Mentorship Program and written agreement through the Mentorship Program Agreement and Action Plan, you are eligible for 1 point per hour to a maximum of 25 hours over a three year period.