

2019-2020

WFIM Mentorship Program “Planting the Seeds for Success”



Mariana Macovei / Jenny Tian

Co-Directors

Mentorship Program

Women in Food Industry Management



Overview

The challenge these days is to increase women’s participation in management or leadership positions in Canada.

Through combining mentorship and leadership skills development, this six-month program connects role models in business and helps women to develop their leadership potential plus building specific skills to be successful leaders in the Food Industry. The ***“Planting the Seeds for Success”*** WFIM program offers coaches and mentees an opportunity to experience personal and professional growth by learning from one another.

The program will consist of:

- A group orientation, where all coaches and mentees can meet one another. This is a guided tour of expectations and an opportunity to ask any questions.
- Six of one and a half hour sessions to discuss interesting topics*(Guidelines for discussions on page 6) in a one on one setting.
- A graduation networking event to share your experiences and award ceremony.

This program is designed for women who are looking to learn from experience and develop their leadership skills. It will also allow for mentees to develop their networking skills by meeting new contacts in the food industry. This program is not limited to *employed* mentees, however this program is not designed for mentees expecting to find employment through this program.

This program was designed to assist those entering the work force or those who are looking to hone in on new skills to progress in their personal development. Experience takes time, and there are so many people who have been there and done that. Coaches want to help others achieve success by assisting in making the right decisions the first time.



Coaches:

You have honed your skills and become experts in your field. Now it is time to give back. We are looking for coaches that will commit 90 minutes every month to meet with a protégé to discuss developmental topic related issues to assist in her/his success within her/his industry. Discussions will include how coaches have dealt with similar situations or advice on what protocol should be.

If you are not located in the Greater Toronto Area, we are looking for leaders who will build relationships via virtual meetings as well. You will assist in the developmental skills of those in the Food Industry. Coaches will be paired with mentees who have similar career goals.

Qualification of coaches:

- Must be a current WFIM member
- Must be at **professional senior level**
- Must be able to communicate clearly and effectively
- Provide a Personal Bio and fill out the Coach Application
- Have one and a half hours available to connect with mentee
- Have a positive attitude



Mentees:

This is your opportunity to learn from experienced professionals how to develop your skills to be on the path to become leaders in the food industry. We are looking for candidates that will have the opportunity to discuss topics of interest or current relevance. Although we do not require mentees to be currently employed, the WIFM mentorship program was not designed to find employment but to enhance mentees skills by learning from experts in their fields. Not all mentees will be accepted into the program, only those who can be matched successfully with a leader will be notified that they have been accepted into the program.

Qualifications of Mentees:

- Must be a current WFIM member
- Must be able to communicate clearly
- Fill out the protégée application
- Have 90 minutes to meet with mentor/coach once a month
- Have a positive attitude



Rules of engagement for the program:

Coaches and Mentees should find a common place to meet. Whether the meeting is in a coffee shop, restaurant, the library or one another's house. This area should be free of distractions (especially if in a home).

Required time should be 90 minutes allotted for discussion. Discuss at the beginning of each session if you would like to extend the time of your meeting if you feel that the conversation is very in-depth. Remember that volunteers have other priorities that they must attend to and be respectful of their time.

It is the mentor and mentee's combined responsibility to set up and follow through all consecutive meetings following the orientation session.

Orientation:

Orientation will be held in a location that will be communicated minimum 2 weeks in advance.

The event will be held for two hours and will include light snacks and refreshments. The orientation night will allow all members to be introduced to each other and break the ice before the initial meeting.

In the introduction you will meet the program facilitator (s), who will introduce the program, discuss guidelines and answer any questions that coaches, and mentees may have.

Communication will be done mainly electronically and will include program literature and helpful information to guide discussions for each meeting.



Guidelines for Discussion:

What is your Passion:

To be successful in what you do you must be passionate. Discuss skills that you do well and why. Discuss how you can integrate what you are passionate about to the work you do in your company. Or how you can take your passions and find that role where you can inspire others to become leaders.

Positive Networking:

Networking is an important skill to learn today. It is not what you know but who you know. You will be guided through steps on: why you should network, how to network successfully, how to keep in touch.

Great leader traits:

Discuss traits that make a GREAT leader. Coaches to show examples of where they have been Great leaders, Mentee’s to think of people around them that they feel are great leaders and what made them be great leaders.

Risk Taking:

Many leaders advance in their careers because they have stepped out of their comfort zone to take on tasks that extend them beyond what they are used to doing. Mentees will hear examples and have an opportunity to take on a task that they may not be familiar with.

Open Discussion:

As Coaches and Mentee’s have now had an opportunity to learn more about each other, this meeting is designed to discuss a topic of interest that is relevant in the protégé’s current position. In this session you may also revisit previous topics if you ran out of time in previous sessions as well a list of topics and relevant material will be provided.

Final meeting (typical) - Goal Setting:

Discuss short term and long-term goals Protégés and Coaches have regarding personal development. Help to discuss the strategies that it would take to get there.

Graduation night:

The month following the final 1 on 1 meeting, all the mentees and coaches will get back together for an evening of celebration of success stories, networking and food.



Coach Application Form (send to admin@wfim.ca)

Along with your application please attach a personal biography and photo

Name: _____	Phone number: _____
Title: _____	Email Address: _____
Company: _____	Preferred correspondence method: _____
Areas of Interest to Coach: (example industry specific, new to Canada, social skills, passions)	Preferred method to connect with mentee:
	Preferred day of the week:
	Time:
How do you meet the coach criteria? ➤ (Define your senior professional level)	
Reason for volunteering: ➤	
What you would like to get out of the WFIM mentorship program: ➤	



Mentee Application Form (send to admin@wfim.ca)

Along with your application please attach a personal biography and a photo

Name: _____	Phone number: _____
Title: _____	Email Address: _____
Company: _____	Preferred correspondence method: _____
Areas of Interest to be Coached on: ➤ _____ ➤ _____	Preferred date and time to meet: _____
	Day of the week: _____ Time: _____
Reason for wanting to join the program: ➤ _____ 	
What you would like to get out of the WFIM Mentorship program: ➤ _____ 	