



FOR YOUTH DEVELOPMENT®
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Ohio Leaders Supporting Leaders

CEO Mentoring Program

MENTOR GUIDE



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Purpose of the Ohio Alliance of YMCAs CEO Mentoring Program:

The Ohio Alliance of YMCAs is excited to announce the CEO Mentoring Program.

This program will pair CEO mentees and mentors from across Ohio to support the mentee's professional development and strengthen their career path. Our goal is to encourage a culture of collaboration and support for leaders in the YMCA.

Goals of the CEO Mentoring Program:

- Provide professional development opportunities for CEOs.
- Recruit future leaders and increase their retention and career satisfaction.
- Provide tools and resources to develop career paths.
- Prepare mentees for leadership opportunities.
- Further the mission, vision, and strategies of the YMCA movement and leadership roles.
- Empower CEO mentees to maximize their talents.
- Create networking opportunities outside the mentee's current association.
- Give CEOs the unique opportunity to work with experienced and respected senior leaders in the Y.



Suggested Resources: (can be found in LCDC)

- **Fundamentals of Mentoring: For the Mentor - eLearning and Guide**
- **Fundamentals of Mentoring: For the Mentee - eLearning and Guide**

Suggestions on How to Begin Your Mentor Conversation:

- Share your Y career journey.
- Ask your mentee:
 - What are you looking for in a mentor?
 - How long have you been in the Y?
 - What drew you to the Y?
 - What is your Y passion?
 - How will we communicate and how often?
 - Why were you interested in the CEO Mentoring Program?
 - What agreements do we need to make as we begin this relationship?
 - What are your expectations of me as your mentor?
 - What would you like to accomplish in this relationship?
 - What does success in this program look like for you?
 - Where do you see yourself in the next 3, 5, 7, or 10 years?

Tips for Making the Most of the Mentor Relationship

- Decide on a schedule that works for both you as the mentor and for your mentee.
- Consider this a one-year commitment.
- Get creative about where/how to meet (i.e., a Zoom “coffee chat”).
- Don’t always wait until you need advice.
- Remember that this relationship is confidential and don’t share your conversations with anyone else.
- Show support for what your mentee is doing
- Once the relationship is established share stories/experiences honestly. Share not just what to do but also what NOT to do.
- Share resources and moments of inspiration.
- Remember to communicate any changes in contact information.
- Keep asking great questions!
- Read the books they have read.

What happens when a Mentee leaves the Y?

- If possible, have a follow-up conversation with your mentee to discuss the reasons for the change.

For questions or clarifications, please contact:

Ruth Knous
Strategic Consultant-Northern Ohio
Ohio Alliance of YMCAs
419-953-6274
rknous@ohioymcas.org

Craig Greenlee
Strategic Consultant-Central/Southern Ohio
Ohio Alliance of YMCAs
419-565-3917
cgreenlee@ohioymcas.org



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CEO Mentor Job Description

Time Commitment: 12-month commitment including a minimum of one contact per month with mentee(s) via in-person meeting, virtual meeting, or phone call.

Mentor Qualifications:

- Bachelor's degree or comparable experience in leadership
- Certified Organizational Leader
- Current CEO of a YMCA in good standing in Ohio or a retired CEO.
- 5+ years of YMCA employment
- Understand the commitment of time & effort of participating in the program as a mentor
- Comfort in leading with empathy, and a genuine desire to help your mentee reach their fullest potential
- Superior communication skills across diverse cultures, perspectives, and socio-economic background
- Ability to establish a relationship based on equal responsibility and respect.
- Interest in the needs and concerns of persons with internal and external barriers to upward mobility within the Y
- Practical problem-solving skills and ability to suggest options and alternatives

Mentor Responsibilities:

- Make a 12-month commitment to developing and maintaining a mentor/mentee relationship with your assigned mentee.
- Mentors must commit to spending 1-2 hours per month with mentee, connecting at least once a month by in-person meeting, virtual meeting, or phone call (or more if desired and agreed upon by both mentor/mentee).
- Mentor must commit to remaining engaged throughout the agreed upon time-period.
- Mentor should help mentee craft a personal and/or professional development plan.
- Assist mentee in solving work-related and other problems that may hinder a mentee's career success.



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CEO Mentee Agreement

Time Commitment: 12-month commitment with a minimum of one contact per month with mentor via in-person meeting, virtual meeting, or phone call.

Mentee Qualifications:

- Desire to learn and grow professionally
- Ability to be self-reflective
- Responsible for creating and working towards achieving the action plan agreed on by mentor/mentee
- Ability to establish a relationship based on equal responsibility and respect
- Ability to practice problem-solving skills and to suggest options and alternatives

Mentee Responsibilities:

- Make a 12-month commitment to developing and maintaining a mentor/mentee relationship with your assigned mentor.
- Mentee must commit to spending 1-2 hours per month with mentor, connecting at least once a month by in-person meeting, virtual meeting, or phone call (or more if desired and agreed upon by both mentor/mentee).
- Meetings are ideally held in person but can also be electronic (e-mail), phone, or virtual (i.e., online web conferencing).
- Mentee must commit to remaining engaged throughout the agreed upon time-period.
- Mentee should work with their mentor to craft a twelve-month personal and/or professional development plan.
- Consider your mentor's behavioral style. How can you communicate most effectively with them?
- Learn about professional development, corporate cultures, industries, and the value of emotional intelligence in business.
- Reflect on the advice you receive related to your professional development in the Y and executive career.
- At the end of each mentoring meeting, set up next steps or actions you are to work on until the next meeting.
- Explore/follow-through on advice, developmental feedback, referrals and opportunities presented to you by your mentor.