

EMERGE Cohort 9 Mentee Orientation

May 22, 2024, 12:00 p.m. (ET)

EMERGE

Trinity Health Mentoring Program



Housekeeping

- To minimize background noise, all participants are on 'Mute'
- If you have a camera AND are able, please have your camera on
- If you have a question or would like to make a comment, please use the 'Raise Hand' button OR place the question/comment in the chat
- This session will be recorded

Team Emerge



Kelly Choyke, PhD
Regional Director
(CA, ID/OR, IA)



Dawn Haywood
DEI Consultant
(System Office)



Claire Ofiara
DEI Program Manager
(System Office)



Agenda

- Welcome and Introduction
- Reflection
- Overview of Cohort 9
- Testimonial
- How to Make Your Partnership Successful
- Closing Remarks

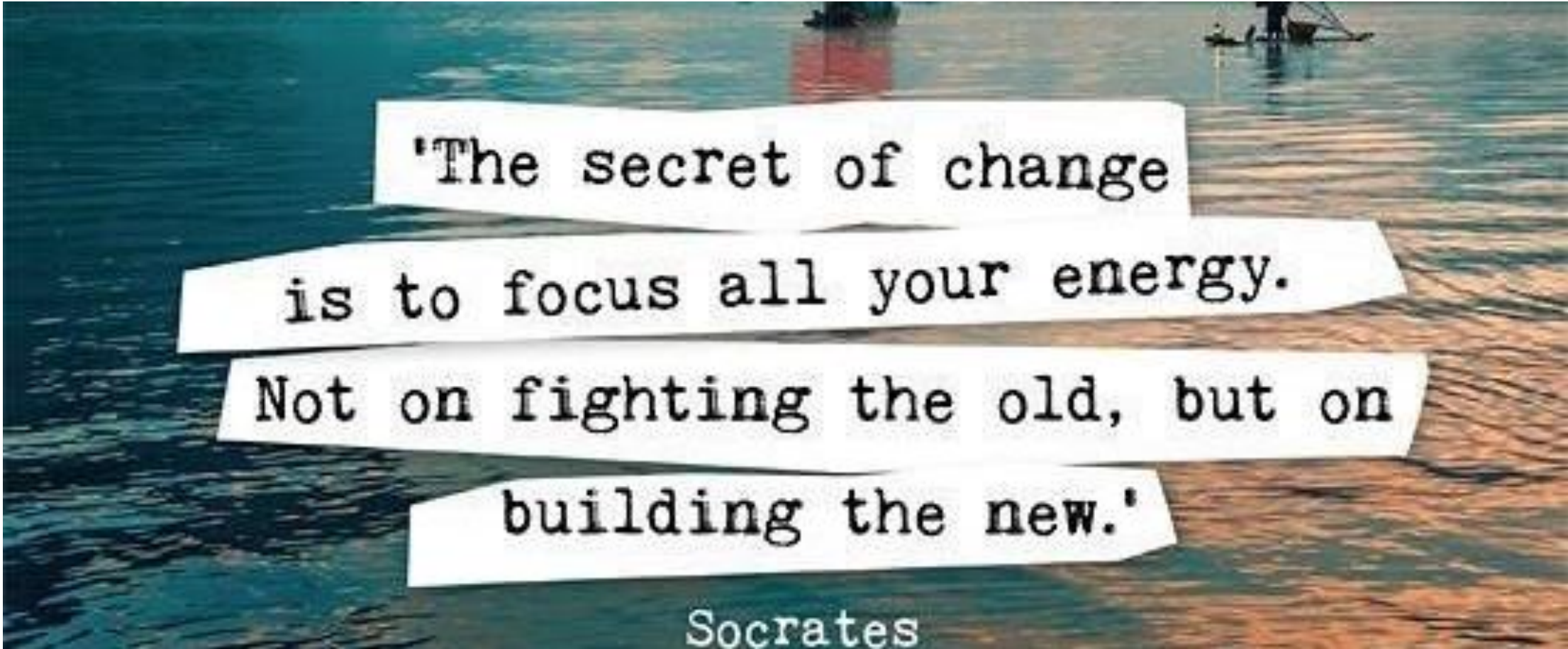
Dawn Haywood
Claire Ofiara
Kelly Choyke
Ashley Patterson
Sigred Group
Kelly Choyke

Reflection



Claire Ofiara
DEI Program Manager
(System Office)





'The secret of change

is to focus all your energy.

Not on fighting the old, but on

building the new.'

Socrates

Overview of Cohort 9



Kelly Choyke, PhD
DEI Regional Director
(CA, ID/OR,IA)



Welcome to Emerge



“When you can’t find someone to follow, you have to lead by example.” – Roxane Gay

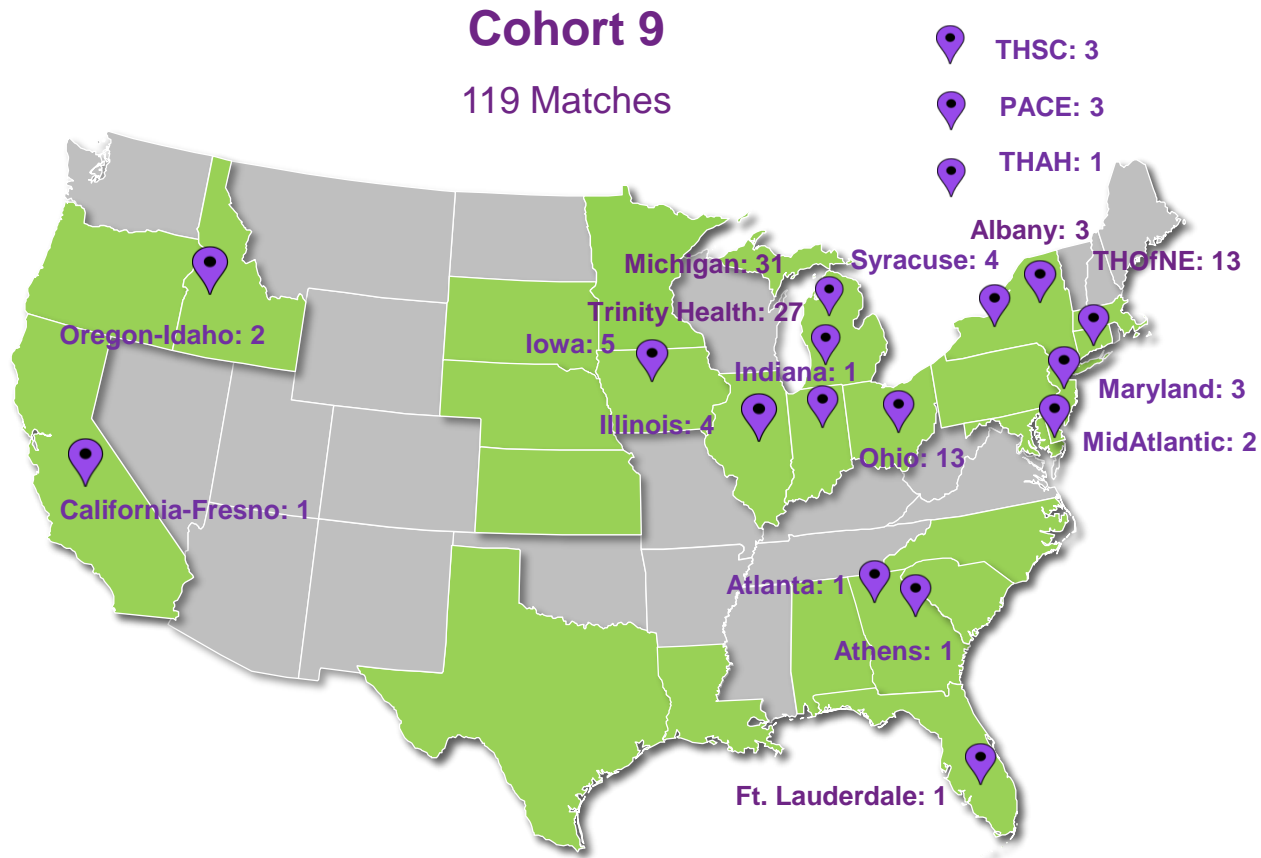
Mentee Testimonial



Ashley Patterson
Lead Outpatient Physical Therapist
Holy Cross Health



Emerge Cohort 9



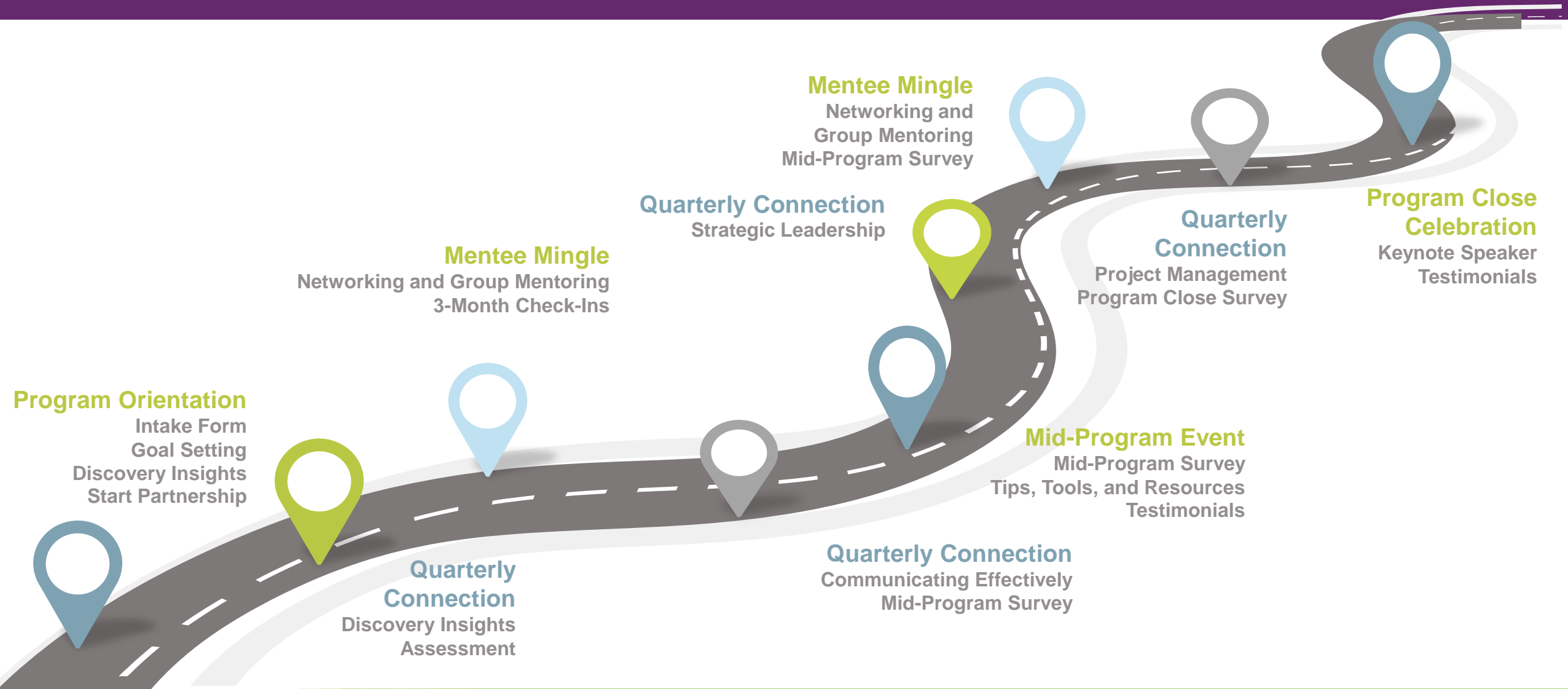
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Welcome Cohort 9!

- What ministry and state are you joining us from today?
- What are you most looking forward to as a participant in Emerge?

Your Emerge Journey



The Sigred Group Emerge Program Team



Shannon Allen
Sigred Group
Emerge Program
Manager



Kristi Stepp
Sigred Group
Partner



Mike Dergis
Sigred Group
Partner



What is Mentoring?

WHAT MENTORING IS/ DOES

- A relationship for employees to share information and knowledge about the organization.
- A way to share experiences and learnings through real-life examples.
- Provides direction and guidance on career goals both short and long term.
- Helps to establish and set professional goals.

WHAT MENTORING IS NOT

- Is not a one-way relationship.
- Is not a guarantee for promotion or sponsorship.
- Is not always going to be successful.

BENEFITS OF MENTORING

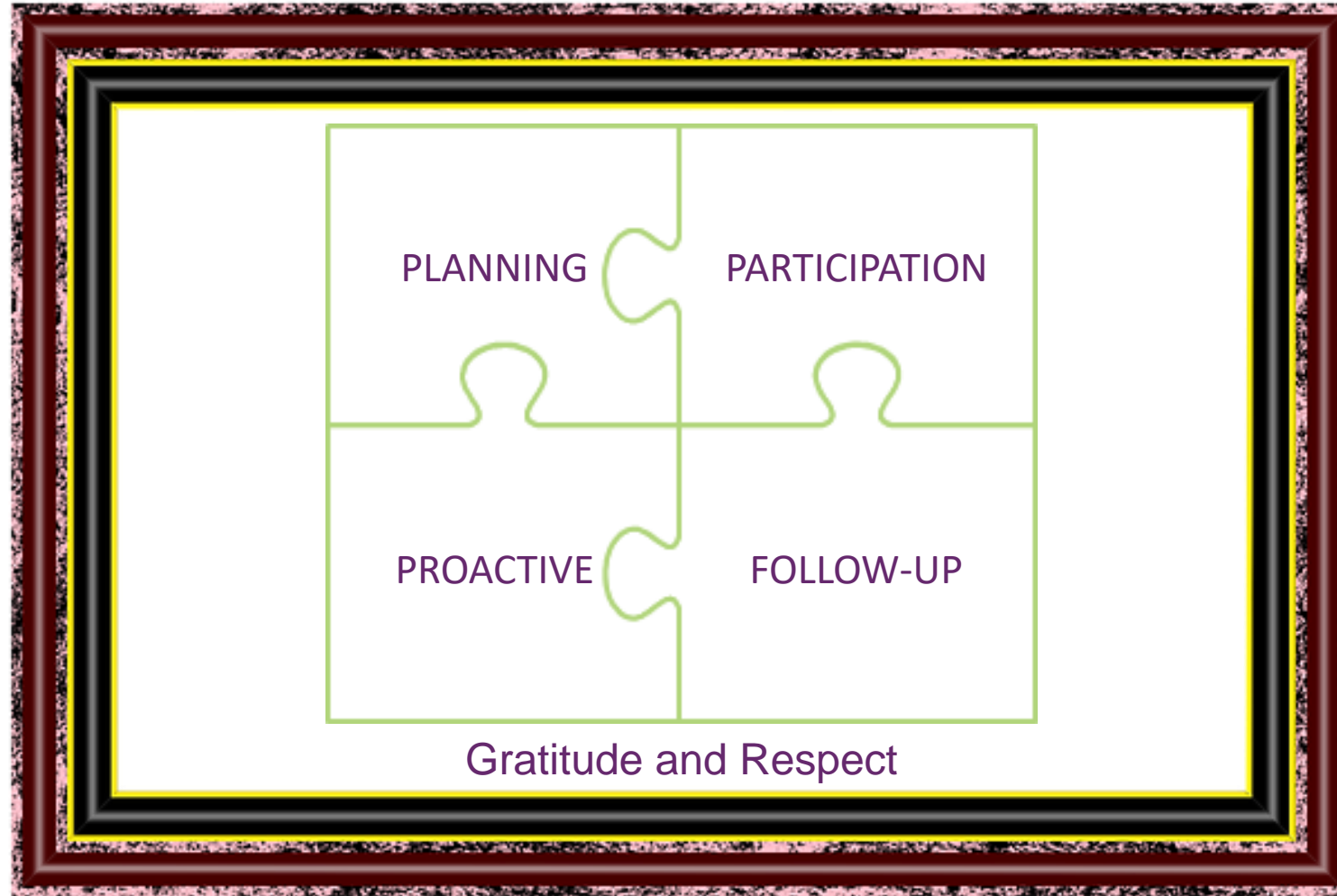
For the Mentee:

- Fosters networking
- Gains perspective on the organization
- Enhances skills and career development
- Increases career mobility
- Increases employee engagement

For the Mentor:

- Allows knowledge transfer to others
- Provides a way to give back
- Improves leadership skills
- Increases employee engagement

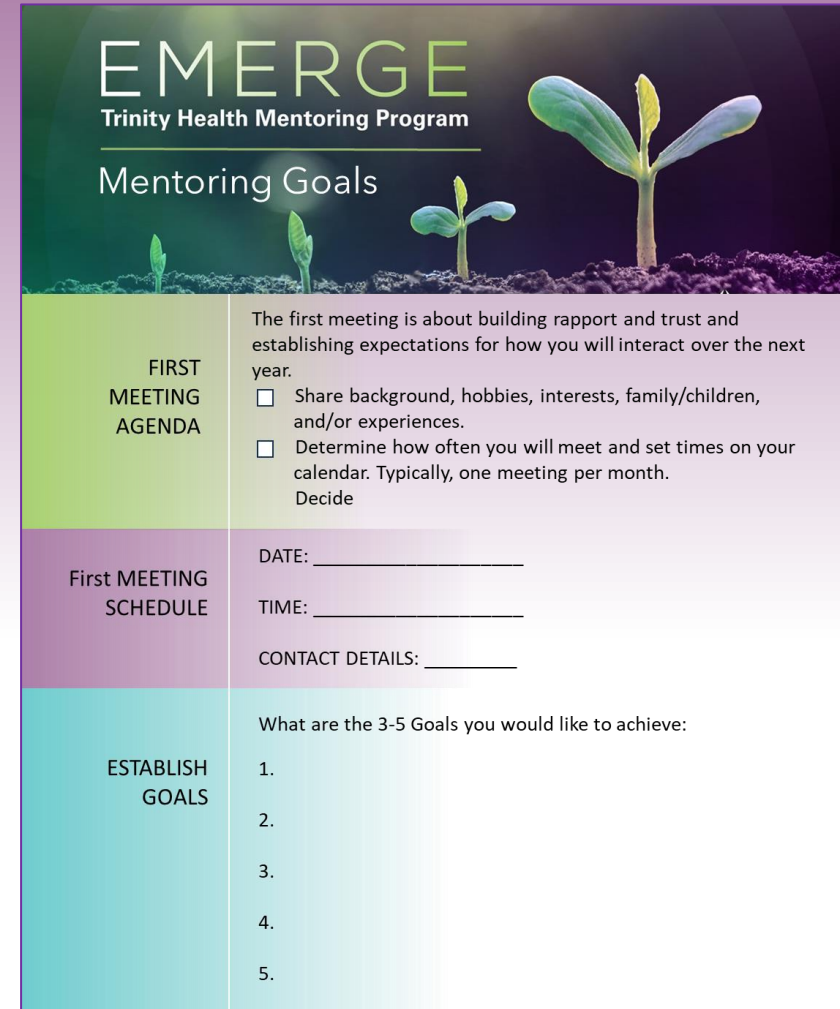
Making the most of the Emerge Program



Planning for your mentorship

GOAL SETTING

- What would you like to get out of the program?
- What are the key topics you would like to work on with your mentor?
- Exercise – What are the top three to five goals/ achievements



The form is titled "EMERGE Trinity Health Mentoring Program" and "Mentoring Goals". It features a header image of four green seedlings of varying heights growing from soil. The form is divided into three colored sections: a light green section for the agenda, a purple section for the meeting schedule, and a teal section for establishing goals.

FIRST MEETING AGENDA	<p>The first meeting is about building rapport and trust and establishing expectations for how you will interact over the next year.</p> <ul style="list-style-type: none"><input type="checkbox"/> Share background, hobbies, interests, family/children, and/or experiences.<input type="checkbox"/> Determine how often you will meet and set times on your calendar. Typically, one meeting per month. Decide
First MEETING SCHEDULE	<p>DATE: _____</p> <p>TIME: _____</p> <p>CONTACT DETAILS: _____</p>
ESTABLISH GOALS	<p>What are the 3-5 Goals you would like to achieve:</p> <ol style="list-style-type: none">1.2.3.4.5.

Planning for your mentorship

YOUR EMERGE ACTION PLAN

- Using the goals you have established – what are the key topics you would like to discuss throughout the year?
- To help, we have developed a set of 10 mentorship topics that you can access through the Emerge Platform – these may help frame your discussions.
- Consider developing your plan together with your mentor – they may have suggestions for how to approach it.

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Emerge Action Plan

USE THIS TEMPLATE AS A PLANNING GUIDE FOR MONTHLY DISCUSSIONS

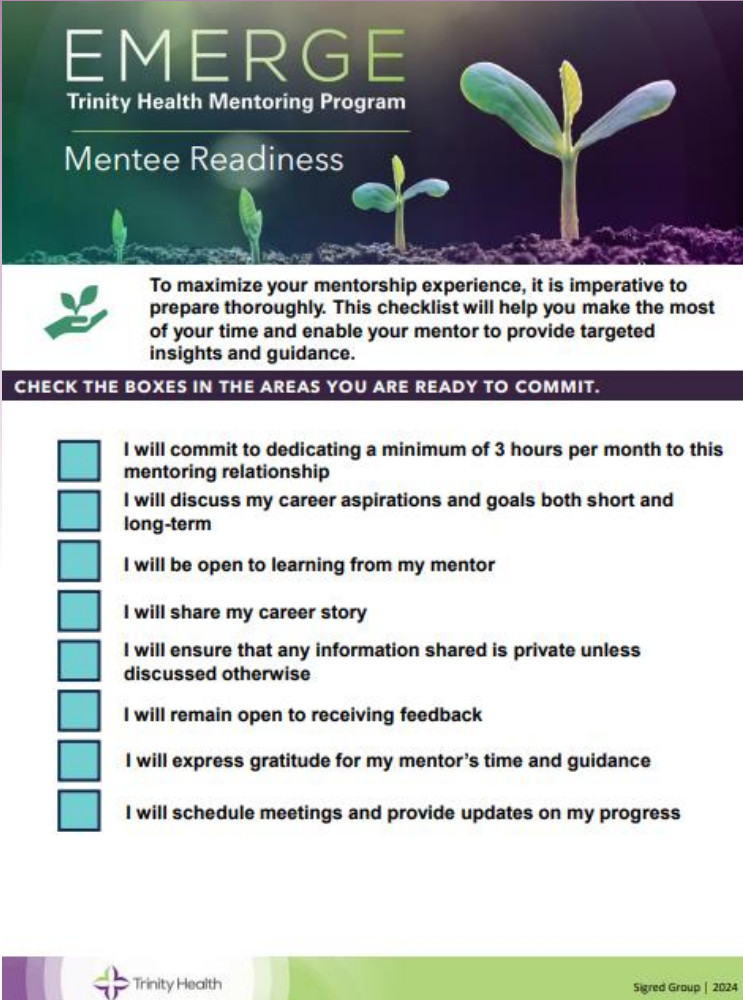
MONTH	Discussion Topics/Goals for Session		
Ex:	Improving my delegation skills		
Month 1:		Month 7:	
Month 2:		Month 8:	
Month 3:		Month 9:	
Month 4:		Month 10:	
Month 5:		Month 11:	
Month 6:		Month 12:	

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Participating

PARTICIPATING

- Review the Mentee Readiness checklist
- Be ready to share your experiences with your mentor
- Join the Mentee Mingles and Quarterly Connections
- Participate in the online community forum
- Support other mentees by sharing your experiences



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Mentee Readiness

To maximize your mentorship experience, it is imperative to prepare thoroughly. This checklist will help you make the most of your time and enable your mentor to provide targeted insights and guidance.

CHECK THE BOXES IN THE AREAS YOU ARE READY TO COMMIT.

- I will commit to dedicating a minimum of 3 hours per month to this mentoring relationship
- I will discuss my career aspirations and goals both short and long-term
- I will be open to learning from my mentor
- I will share my career story
- I will ensure that any information shared is private unless discussed otherwise
- I will remain open to receiving feedback
- I will express gratitude for my mentor's time and guidance
- I will schedule meetings and provide updates on my progress

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Participating

BUILDING YOUR RELATIONSHIP – OVERCOMING FEAR

- Your mentor has been in a similar position at some point
- Your mentor wants to help
- Sharing difficult experiences (or instances where you fell short) can be where the greatest growth comes from
- Success is about your accomplishments, but also overcoming challenges



Being proactive

BEING PROACTIVE

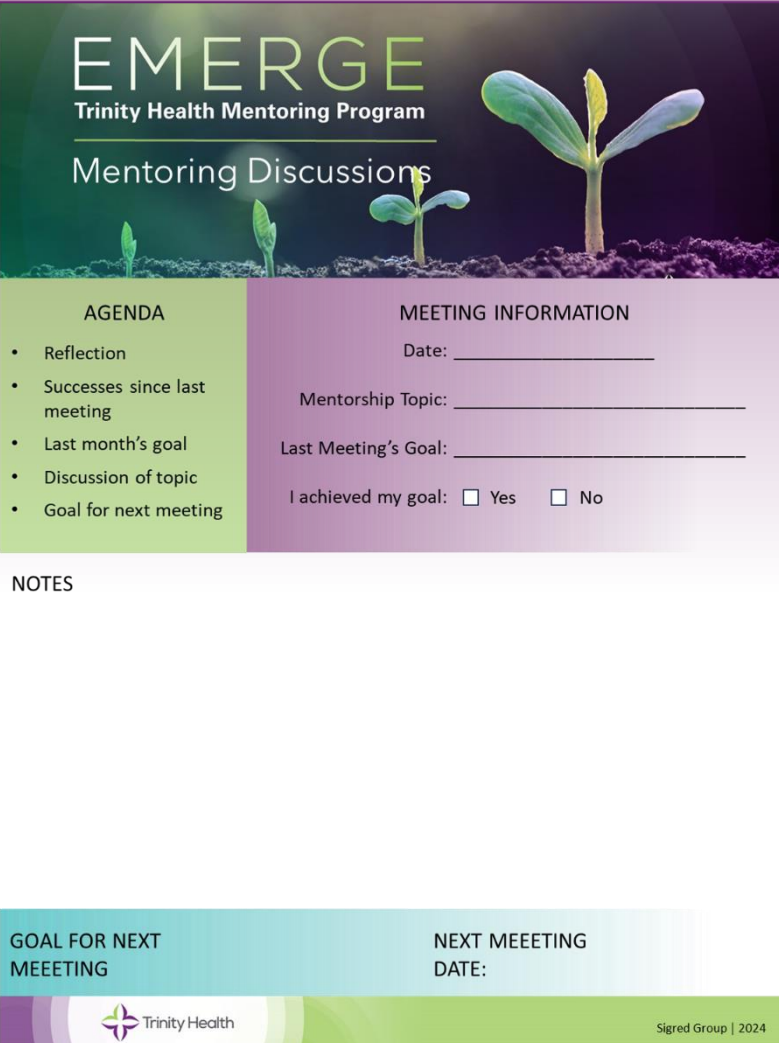
- Take responsibility for scheduling the meetings with your mentor
- Share what you would like to discuss in advance of your meeting
- Come prepared to discuss your topic
- Consider using a consistent meeting agenda (template on next slide)



Documentation and Follow-up

ACCOUNTABILITY

- Document the results of your mentorship meetings
- If you give yourself action-items, document them
- Use your mentor as an accountability partner
- At your next meeting, discuss whether or not you accomplished your goal
- Consider keeping a list of your successes and lessons learned throughout the year

The form is titled "EMERGE Trinity Health Mentoring Program Mentoring Discussions" and features a header image of four growing seedlings of varying sizes. The form is divided into several sections: "AGENDA" with a bulleted list of topics; "MEETING INFORMATION" with fields for date, topic, and goal, plus a checkbox for goal completion; "NOTES" with a large empty space; and a footer section for "GOAL FOR NEXT MEETING" and "NEXT MEETING DATE". The footer includes the Trinity Health logo and the year 2024.

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Mentoring Discussions

AGENDA

- Reflection
- Successes since last meeting
- Last month's goal
- Discussion of topic
- Goal for next meeting

MEETING INFORMATION

Date: _____

Mentorship Topic: _____

Last Meeting's Goal: _____

I achieved my goal: Yes No

NOTES

GOAL FOR NEXT MEETING

NEXT MEETING DATE:

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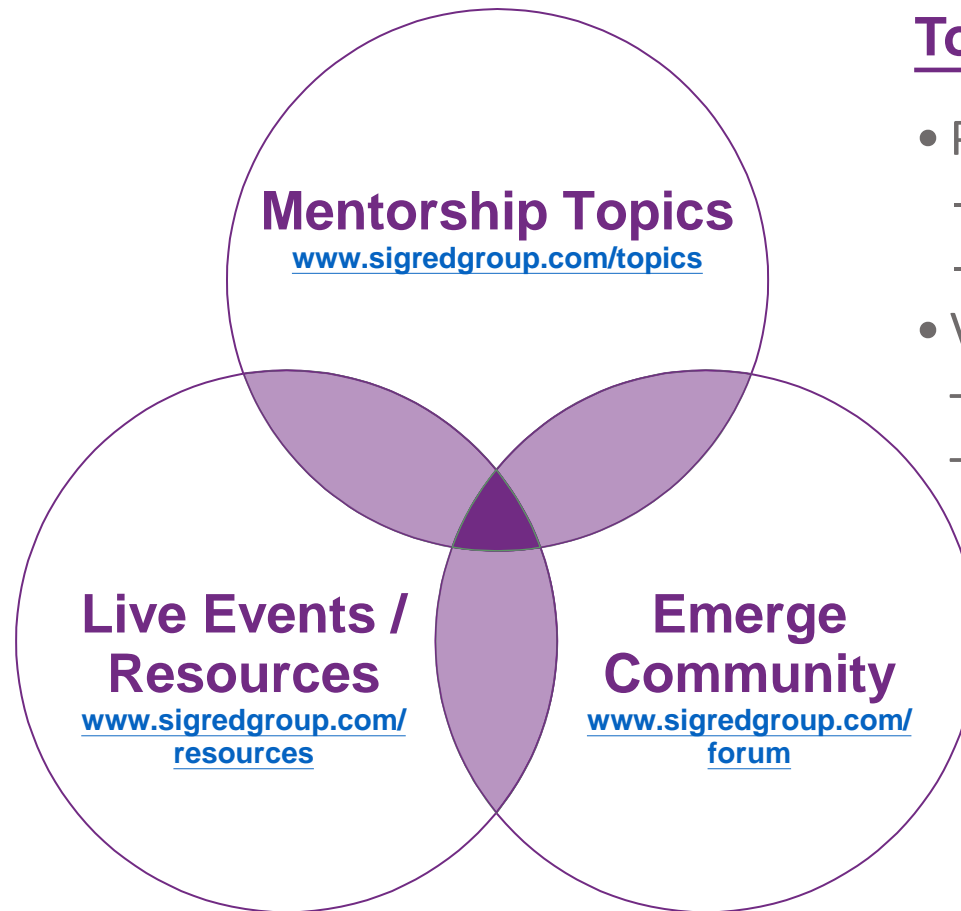
Questions?



The Emerge Mentorship Platform

Resources

- Monthly Office Hours with Sigred Group consultants
- Mentee Mingles and Quarterly Connections
- Mid-program and end of program workshops / celebrations
- Additional resources to support your development



Topics

- Provide access to mentorship topics
 - Introduction videos
 - Discussion checklists
- View additional resources
 - Program calendar
 - Mentorship support documents

Community

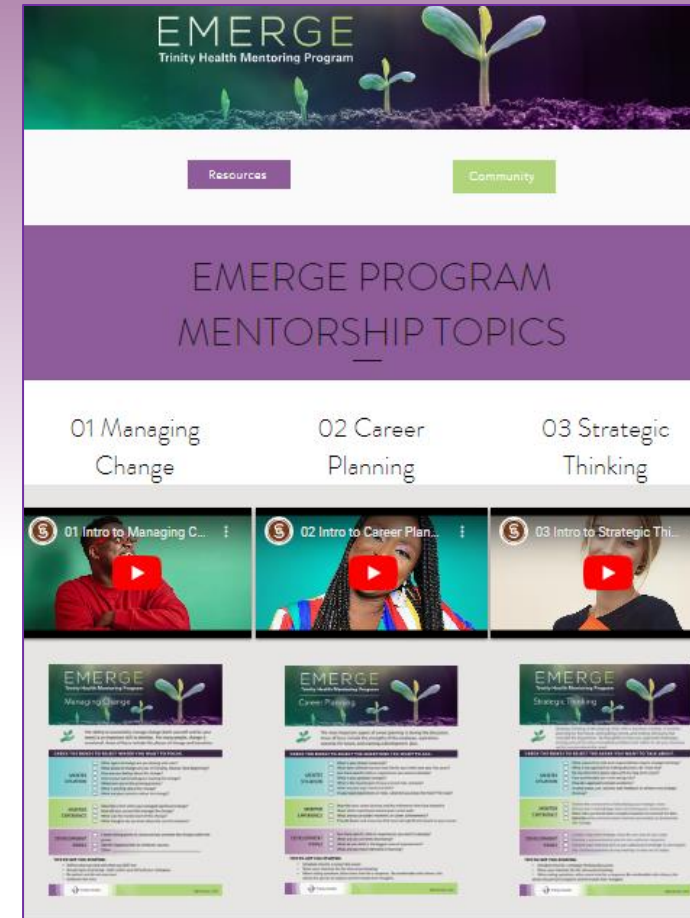
- A community forum to share insights from Emerge and to ask questions
- List of mentees to connect with outside of the Emerge Program

The Platform

Mentorship Topics

www.sigredgroup.com/topics

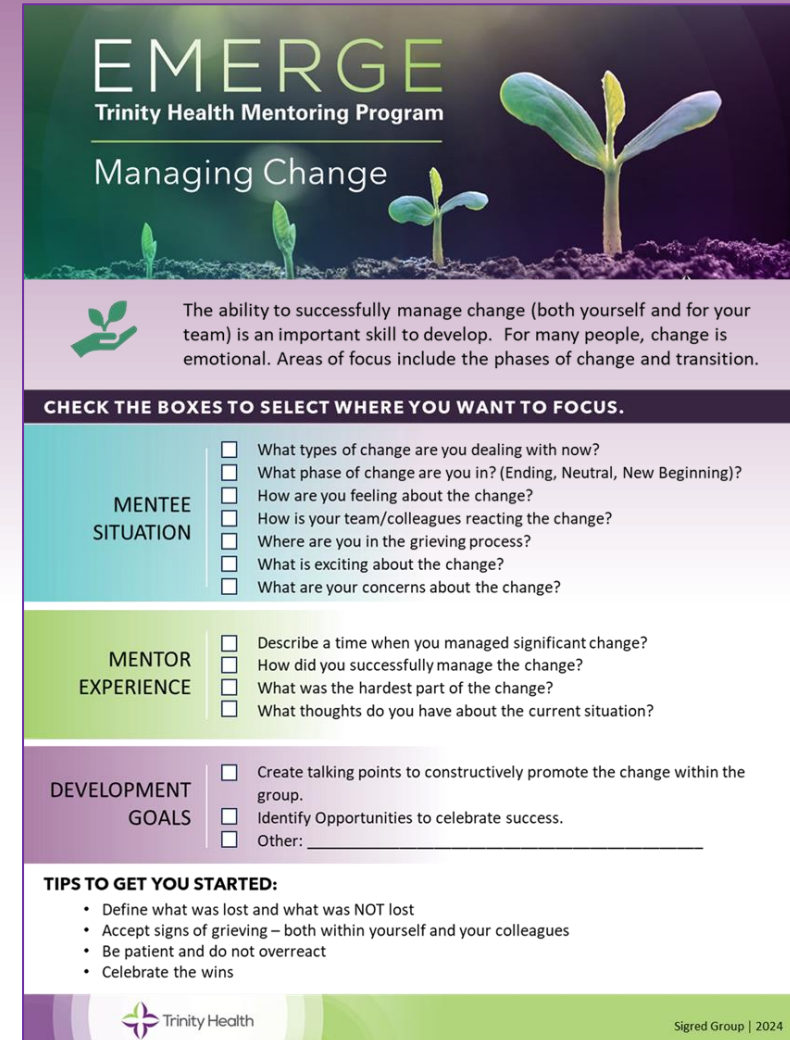
- Introduction videos
- Discussion Checklists
- Other useful tips
 - 25 ways to strengthen your network
 - The four levels of competence
 - The delegation decision matrix



The Platform

Mentorship Topics – Discussion Checklists
www.sigredgroup.com/topics

- Questions to think about as you prepare for your meeting with your mentor
- Questions for your mentor to consider (or for you to ask)
- Possible development goals or activities
- Tips to start the conversation



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Managing Change

The ability to successfully manage change (both yourself and for your team) is an important skill to develop. For many people, change is emotional. Areas of focus include the phases of change and transition.

CHECK THE BOXES TO SELECT WHERE YOU WANT TO FOCUS.

MENTEE SITUATION	<input type="checkbox"/> What types of change are you dealing with now? <input type="checkbox"/> What phase of change are you in? (Ending, Neutral, New Beginning)? <input type="checkbox"/> How are you feeling about the change? <input type="checkbox"/> How is your team/colleagues reacting the change? <input type="checkbox"/> Where are you in the grieving process? <input type="checkbox"/> What is exciting about the change? <input type="checkbox"/> What are your concerns about the change?
MENTOR EXPERIENCE	<input type="checkbox"/> Describe a time when you managed significant change? <input type="checkbox"/> How did you successfully manage the change? <input type="checkbox"/> What was the hardest part of the change? <input type="checkbox"/> What thoughts do you have about the current situation?
DEVELOPMENT GOALS	<input type="checkbox"/> Create talking points to constructively promote the change within the group. <input type="checkbox"/> Identify Opportunities to celebrate success. <input type="checkbox"/> Other: _____

TIPS TO GET YOU STARTED:

- Define what was lost and what was NOT lost
- Accept signs of grieving – both within yourself and your colleagues
- Be patient and do not overreact
- Celebrate the wins

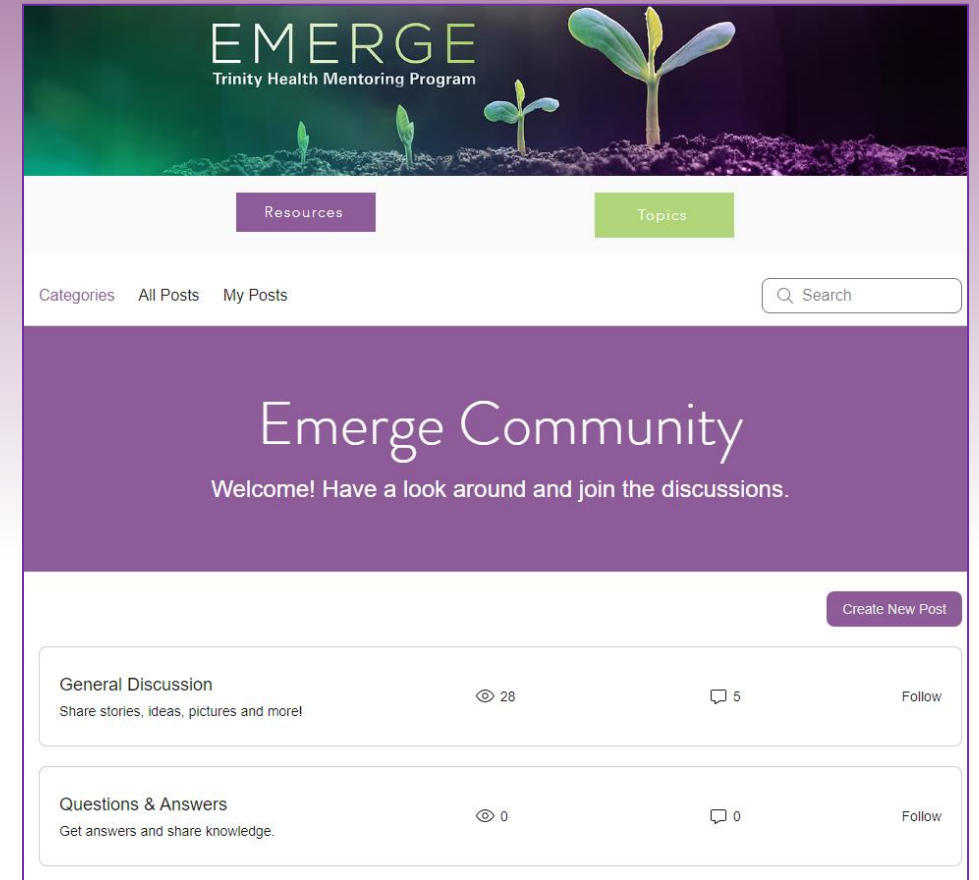
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The Platform

The Community

www.sigredgroup.com/forum

- Interact with other mentees
- Share best practices
- Ask questions of the Emerge Team



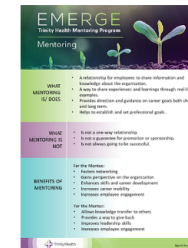
The Platform

Live Events and Additional Resources
www.sigredgroup.com/resources

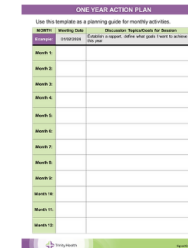
- Schedule of Live Events
 - Office Hours
 - Program workshops/webinars
 - Mentee Mingles and Quarterly Connections
- Additional Resources
 - Your one-year action plan
 - Mentorship meeting documentation
 - Emerge FAQs

EMERGE PROGRAM RESOURCES						
Calendar of Events						
May 2024						
Mon	Tue	Wed	Thu	Fri	Sat	Sun
29	30	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16 Mentor Progr	17	18	19
20	21	22 Mentee Progr	23	24	25	26
27	28	29	30	31	1	2
3	4	5	6	7	8	9

What is Mentoring?



One-Year Action Plan



Meeting Documentation



Questions?



Next Steps

- Connect with your mentor and set up a meeting cadence
- Sign-in to the Emerge Platform and explore the resources available to you
- Finalize your mentorship goals and monthly topics
- Ensure all of the Emerge events are in your calendar
 - Please reach out to Emergence@trinity-health.org or Shannon.allen@sigredgroup.com for any assistance

Closing Remarks



Kelly Choyke, PhD
DEI Regional Director
(CA, ID/OR,IA)



Thank You for Your Participation in and Support of Emerge!

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Mentor Program Timeline - Important Dates 2024-2025

- Program Orientation:
 - Mentors: May 16, 2024
 - **Mentees: May 22, 2024**
- 3-Month Check-In
- Quarterly Connection: Discovery Insights: June 18, 2024, 11:30 a.m. (ET)
- Quarterly Connection: Communicating Effectively: Sept. 10, 2024, 12:00 p.m. (ET)
- Mentee Mingle: Oct. 4, 2024, 12:00 p.m. (ET)
- Mid-Program Survey: Oct. 2024
- Mid-Program Checkpoint Session: Nov. 20, 2024, 12:00 p.m. (ET)
- Quarterly Connection: Strategic Leadership: Dec. 10, 2024, 12:00 p.m. (ET)
- Mentee Mingle: Feb 7, 2025, 12:00 p.m. (ET)
- Program Close Survey: Feb 2025
- Quarterly Connection: Project Management: March 4, 2025, 12:00 p.m. (ET)
- Closing Session: April 23, 2025, 12:00 p.m. (ET)