

## Program Benefits



### Protégés benefit by:

- Building a relationship with a mentor
- Gaining access to knowledge and skills
- Learning what you need, when you need it
- Expanding professional capabilities
- Earning contact hours for meetings with a mentor

### Mentors benefit by:

- Sharing hard-earned wisdom
- Developing rewarding relationships
- Renewing a sense of mission
- Continuing the spirit that makes OASBO great
- Earning contact hours for meetings with a protégé
- Earning a \$100 OASBO education credit for being a mentor!

### School districts benefit by:

- Enhanced confidence in the overall management of business and operations departments
- Improved managerial productivity and efficiency
- Increased energy and resources to focus on student achievement



### Ohio Association of School Business Officials

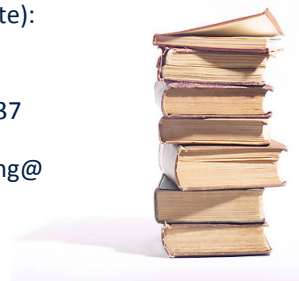
8050 N. High Street, Suite 170  
Columbus, OH 43235

**Phone:** 614-431-9116

**Toll Free (in-state):**  
800-646-2726

**Fax:** 614-431-9137

**E-mail:** mentoring@  
oasbo-ohio.org



*Providing school business officials  
with premier services and  
advocacy in a member-driven  
environment.*

2013-14



## Ohio Association of School Business Officials

# Mentoring Program





## Our goal

OASBO's goal in offering a mentoring program is to help individuals succeed in the school business profession and to attract and retain the caliber of people required to successfully manage school business and operations.

## Program Eligibility

Any supervisor or director level OASBO member (Associate or Professional) from any school business specialization is eligible to participate in the program. (i.e. Business Manager, Food Service Supervisor/Director, Treasurer, Transportation Supervisor/Director). *(It is not designed as an internship program for Business Manager or Treasurer licensure).*

## Program Fees

Most of the mentoring program fees are included in your OASBO membership dues, however, each protégé will be charged \$100.

## How it Works

The OASBO Mentoring Program is driven by both the protégé and the mentor so the match is critical. During the official matching process, OASBO takes into consideration the demographics, location, areas of specialization, and any special requests and needs of the protégé.

Once a mentor is chosen and training is complete, and if both are comfortable, an agreement is signed that explains responsibilities, time commitments and other details of the program. Mentoring program guides, tips and resources are given to both individuals. Most communication will take place by phone and email but it is recommended that the mentor spend approximately one day/month in face to face meetings with the protégé with additional visits arranged if mutually agreed upon.

## Mentor/Protégé Training and Support

For mentors to receive contact hours for mentoring and a \$100 OASBO seminar credit, they are required to attend an orientation program/meeting. Protégés will receive contact hours and will attend a facilitated orientation program/meeting with their mentor. The training is designed to provide both with insight, etiquette, strategies, skills and tools necessary to significantly increase the chances for success.

The orientation program/meeting will be scheduled for each pair as soon as the protégé and mentor match is made.

Mentors and protégés will continue on, following the training/orientation, setting the parameters of their relationship and setting goals. Guides, tips, articles, websites and direct support will be available through the mentor's and protégé's handbooks, the resource guide and OASBO team.

## Act Now!

If you are interested in serving as either a mentor or a protégé, complete an application form which can be found on our website at: <http://www.oasbo-ohio.org/Professional-Development/Mentoring.aspx>

If you know of someone you think would benefit from the program, call us and we'll invite them to participate.

## Contact Information

For additional information, contact OASBO at 800-646.2726 or send an email to [mentors@oasbo-ohio.org](mailto:mentors@oasbo-ohio.org).

**Protégés** – *advance your career to the next level*

**Mentors** – *help tomorrow's leaders reach their potential*

