**GROW: Growth, Relationships, and Opportunities through WIN**

**Mentoring Program Guide Document**

**GROW Program**

The GROW program is a partnership designed to provide a forum for the exchange of knowledge, talents, material, and insights in a combined effort to nurture and enhance professional growth. The mentoring program will provide the mentees and mentors with the necessary tools to be highly successful in leveraging relationships that foster career and personal growth for individuals in the nuclear energy and technology fields. The participants in the program also develop solid leadership and interpersonal skills.

**Program Mission**

Achieve professional growth and leadership development through empowering relationships.

**Program Vision**

Provide knowledge and tools for mentees and mentors to be successful in leveraging relationships that foster career and personal growth for individuals in the nuclear power industry. Develop solid relationships, interpersonal skills and business knowledge to drive organizational effectiveness and efficiency.

**Program Description**

The mentors should meet a minimum of quarterly with their point of contact on the GROW Committee to discuss progress with the mentee and make any adjustments.

To support the mentee, information/tools are provided to support an enriched mentoring relationship. Mentees can seek mentoring to support their current role, a related work group (related position), or to support their individual development plan to grow professionally.

**The Benefits of Being a Mentor:**

* Pair experienced nuclear professionals with less experienced nuclear professionals or students.
* Share lessons learned, anecdotes, OPEX, etc. relating to time in industry or academia.
* Set and complete goals using a tracking system for accountability and sharing purposes.
* Collect actionable feedback from program participants and use lessons learned to enhance the program.

**The Benefits of Being a Mentee:**

* Work with an experienced mentor to understand and learn mutually agreed upon skills from someone who has proven expertise and success
* Establish a personal as well as a working relationship with a mentor
* Develop confidence in personal performance capabilities
* Have the opportunity to talk openly with an expert about personal and professional challenges, needs, and opportunities for success

**Your Commitment:**

**A 12-month commitment as well as participation in monthly meetings and general sessions is essential to program success.**

**Successful mentoring programs are recognized when they are mutually beneficial to both the mentor and mentee.**

**Definitions**

**Mentor:**  A mentor is a person who guides a less experienced person by building trust and modeling positive behaviors. The mentor facilitates personal and professional growth in an individual by sharing the knowledge and insights learned through the years. An effective and efficient mentor is responsible, engaged, and tuned in to the needs of the mentee.

**Mentee:** A mentee is a person who acknowledges their developmental needs and has a desire to advance their leadership abilities, while growing in their understanding of the company and industry.

**Roles & Expectations**

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| **Mentor** | **Mentee** |
| Transfer knowledge to mentee | Define desired objectives/deliverables |
| Subject matter expert | Proactively seek learning |
| Assist with networking | Build trust |
| Assist with managing conflict | Maintain accountability |
| Build trust | Show commitment to process |
| Maintain accountability |  |
| Show commitment to process |  |