



## **APS Mentorship Program Chair Duties and Roles**

The American Peony Society's Mentorship Program is designed to introduce APS activities, peony cultivation, hybridization, exhibition, plant evaluation and other associated topics to new and existing members through personal interaction with a member mentor. This program aims to improve the relationships and community with existing members through a personalized program which will benefit current and new members. Education is a priority in this program, which should lead to greater participation in APS activities, as well as, personal enrichment.

### **General Information**

- Position is appointed/renewed through appointment by the President every two years.
- Any qualified member of APS may be appointed to the position, but should have experience with the mentor-mentee relationships

### **Qualifications**

- Ability to organize and keep records
- Communicate effectively mentors and mentees
- Self-motivated/strong work ethic.
- Flexibility and willingness to make changes in program as needed.

### **Duties**

- 1) Make connections with possible new mentors
- 2) Make program details available to APS Members through the Bulletin, Website and Social Media.
- 3) Arrange mutually agreeable matches of mentors and mentees.
- 4) Keep records of Mentor-Mentee relationships.
- 5) Encourage others within the Society to become involved with Mentorship Program.
- 6) Report problems and concerns to the BOD as needed.
- 7) Produce an annual Mentorship Program Report to be submitted to the President no later than May 15 each year. This report will be included in the "Minutes and Proceedings" for the year. (Earlier reporting may be necessary if the Annual Convention occurs at an earlier date). The Report may include any pertinent information of activities and outcomes the committee had during the current year.
- 8) The Chair should secure another member to train in all aspects of the position to create a succession plan in case of incapacity, retirement or other problems.