

VTRANS MENTORING PROGRAM
(Mentee Application)

Name: _____ Email: _____

Position Title _____ Phone: _____

Work Address: _____

Supervisor Name: _____ Phone: _____

Supervisor Title: _____ Division: _____

VTrans Years of Service Years: _____ Months: _____ *(only needed if less than 1 year)*

Educational Background:

- | | |
|--|--|
| <input type="checkbox"/> High School Diploma or Equivalent | <input type="checkbox"/> Bachelor's Degree |
| <input type="checkbox"/> Some College | <input type="checkbox"/> Master's Degree |
| <input type="checkbox"/> Associates Degree | <input type="checkbox"/> Other: _____ |

Briefly list past positions/ experience:

What level are you in terms of seeking a mentor's support?

- | | |
|--|---|
| <input type="checkbox"/> Newly Hired | <input type="checkbox"/> Recently Promoted to Team Leader |
| <input type="checkbox"/> Looking to Advance | <input type="checkbox"/> Recently Promoted to Supervisor |
| <input type="checkbox"/> Want to Become a Mentor in the Future | <input type="checkbox"/> Recently Promoted to Manager |
| <input type="checkbox"/> Other _____ | |

Goals – Professional / Personal Development:

- | | |
|--|---|
| <input type="checkbox"/> Advance to a Supervisory Role | <input type="checkbox"/> Develop Listening Skills |
| <input type="checkbox"/> Advance to a Management Role | <input type="checkbox"/> Develop Speaking Skills |
| <input type="checkbox"/> Improve Presentation Skills | <input type="checkbox"/> Develop Writing Skills |
| <input type="checkbox"/> Explore Other Employment Opportunities within the Agency. Be specific:
_____ | |
| <input type="checkbox"/> Other: _____ | |

Please check one or more areas of interest that would be most valuable to you.

- | | |
|---|--|
| <input type="checkbox"/> Bargaining Agreement | <input type="checkbox"/> Performance Evaluations |
| <input type="checkbox"/> Budget / Accounting | <input type="checkbox"/> Personnel Issues |
| <input type="checkbox"/> Change / Resistance Management | <input type="checkbox"/> Planning / Project Management |
| <input type="checkbox"/> Computer Applications (List) _____ | <input type="checkbox"/> Policy / Report Writing |
| <input type="checkbox"/> Conflict Resolution | <input type="checkbox"/> Presentations |
| <input type="checkbox"/> Contracting | <input type="checkbox"/> Supervisory Skills |
| <input type="checkbox"/> Cultivating innovation | <input type="checkbox"/> Team Building |
| <input type="checkbox"/> Customer Service | <input type="checkbox"/> Technical (Describe) _____ |
| <input type="checkbox"/> Employee Coaching | <input type="checkbox"/> Time Management |
| <input type="checkbox"/> Facilitation / Meeting Planning | <input type="checkbox"/> Training (Describe) _____ |
| <input type="checkbox"/> Leadership | <input type="checkbox"/> Work Life Balance |
| <input type="checkbox"/> Managing Diversity | <input type="checkbox"/> Work Place Safety |
| <input type="checkbox"/> Organizational Structure | |
| <input type="checkbox"/> Other: _____ | |

List Hobbies / Interest: (Optional – This information can be helpful when trying to match with a mentor)

Additional Comments/ Concerns:

Signature

Date