



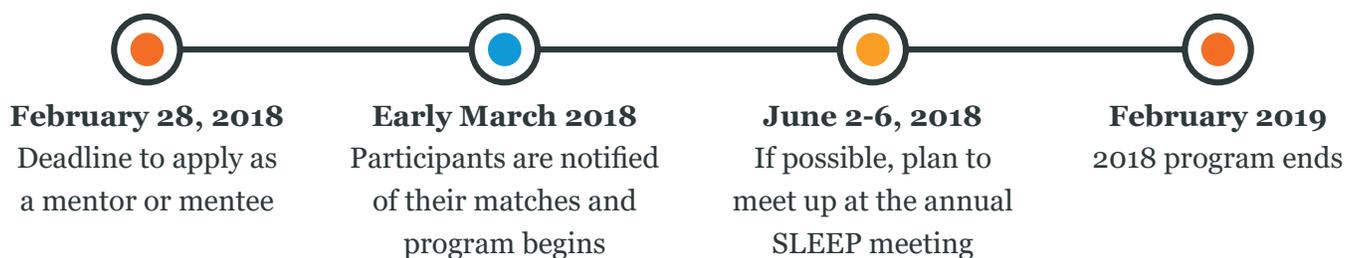


Program Overview

The AASM mentor program is a one-year program designed to connect aspiring professionals (mentees) of the AASM with more experienced professionals (mentors) in the sleep medicine field. The goal of the program is to generate a meaningful relationship for participants, where mentors can provide direction and instruction to assist mentees in their personal and career growth. The program emphasizes a focus on professional development, knowledge and skill transfer, networking, and guidance.

Mentors and mentees are paired based on common career goals, experience, and special interests. The program's design offers flexibility for mentors and mentees, giving both control over the mentorship relationship and how it will work. Mentors have a hand in framing the future of the field by helping other AASM members succeed early in their career. Mentees have a chance to gain valuable support and guidance from mentors as they explore career paths and expand their networks.

Timeline



As the leading voice in the sleep field, the AASM sets standards and promotes excellence in sleep medicine health care, education, and research. The AASM has a combined membership of 10,000 accredited member sleep centers and individual members, including physicians, scientists, and other health care professionals.

Program Goals



CAREER DEVELOPMENT

With a focus on career planning, the program should initiate a relationship that helps mentees identify and set professional and personal goals while thinking about their long-term career path. Through the duration of the program, participants will be encouraged to pursue additional experiences to enhance both their personal and professional development. Through these experiences, the participants should gain insight on best practices and advancements in the field that can help them in their career development.



NETWORKING

The relationship should provide participants opportunities to expand their network and relationships in the AASM and the sleep field. Throughout the program, it is suggested that mentees work with their mentors to mature skills such as public speaking, active listening, and asking the right questions.



GUIDANCE

Mentors are encouraged to provide guidance, coaching, and advice on handling sleep-related questions, concerns, and scenarios encountered in the field. The mentorship experience should help the mentee develop cognitive skills that strengthen the mental process of discovering, analyzing, and solving problems to overcome obstacles.



KNOWLEDGE & SKILL TRANSFER

To help bridge the gap between theory and practice, the relationship should help mentees apply education-based information to real-world scenarios. Mentors should to speak to necessary skills required in their day-to-day that mentees can learn to help them add value in an organization and progress on a career path.

POSSIBLE AREAS OF FOCUS

- The transition from residency into practice
- Career opportunities – educational setting, practice setting, research setting, and the like
- Work-life balance
- Time management and physician efficiency
- Maintenance of Certification
- Current events/issues in the field
- Utilizing the AASM as a resource



Role of a Mentor

The opportunity to be a **mentor** is open to any individual with 5 or more consecutive years of AASM membership. A mentor participating in the AASM mentor program should encourage the academic growth and career development of the mentee, assisting specifically in activities relevant for the mentee's success in developing a career in sleep medicine. A mentor supports the mentee's development of professional and interpersonal competencies through strategic questioning, goal setting, and planning.

MENTORS ARE ENCOURAGED TO:

- Help develop and formulate career and personal goals: short term and long term
- Provide guidance regarding setting priorities and time management to achieve goals
- Advise on maintaining a healthy work-life balance
- Assist with professional negotiation and conflict resolution
- Assist in developing communication skills relevant for a career in the sleep medicine field
- Assist in developing appropriate ethical standards and conducts related to work ethics
- Stay accessible, committed, and engaged during the length of the program

Role of a Mentee

The opportunity to be a **mentee** is open to any active AASM member in good standing. A mentee should actively seek knowledge, wisdom, and guidance from a mentor to assist with his/her growth in the field of sleep medicine. A mentee sets goals, asks questions, and incorporates what he/she has learned in his/her day to day to ensure goals are being met.

MENTEES ARE ENCOURAGED TO:

- Work with your mentor to discuss goals, expectations, challenges, and concerns
- Prepare for touchpoints by having an idea of what topics or issues you want to address
- Seek out and be receptive to constructive criticism and feedback
- Consider the skill sets you'd like to further develop during the program: What skills do I need to learn or improve to advance in the field?
- Establish a checklist for follow up and keep an ongoing portfolio of activities and accomplishments

What to Expect

BEFORE THE PROGRAM

- Visit aasm.org/mentorprogram
- Click on the “Become a Mentor” or “Become a Mentee” button, depending on your desired role, and complete the application before February 28, 2018.
- Participants will be notified of their match and next steps early March.

DURING THE PROGRAM

- While there are no requirements for how often participants must meet, both are encouraged to discuss preferences at the start of the program. Communications may take place as often as once a month, either electronically or where possible, in-person.
- Participants are encouraged, but not required, to meet once in person at the annual SLEEP meeting in June 2018.
- The AASM will provide a guidebook with helpful tips and resources to facilitate relationship-building.

AFTER THE PROGRAM

- At the end of the year, participants will be asked to complete an AASM Mentor Program survey to assist with an overall evaluation of the program.

FAQS

I’m not an AASM member. Can I join the mentor program?

No, you must be a current member to participate. Visit aasm.org/membership to learn how AASM membership can benefit you.

How long is the mentor program?

The AASM Mentor Program is a year-long program, starting in March and ending in February the following year.

When can I apply for the mentor program?

Applications for the 2018 program will be accepted until February 28, 2018.

What are the requirements to be a mentor/mentee?

To be a mentor, you must have 5 or more consecutive membership. For mentees, you are only required to be an active member, regardless of tenure.

If you are not sure how long you have been a member, please contact the AASM membership department at membership@aasm.org or 630-737-9710.

Do mentoring teams have to live in the same city or state?

Participants in mentoring teams can be in any part of the world, as long as all parties agree to be accountable and committed to the agreements formed between them.

STILL CAN'T FIND WHAT YOU NEED?

Email mentorship@aasm.org for assistance.