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December 1, 2011

KANSAS BULLETIN NO. KS360-12-7

SUBJECT: PER—National Mentoring Program Available to All Employees

Action required by: December 23, 2011

Purpose. To encourage participation in the program and provide additional information

Expiration Date. September 30, 2013

Career development, personal growth, and success are intentional. The National Mentoring Program is a wonderful opportunity for employees to enhance their career. Employees are encouraged to participate as a mentor, protégé, or both.

Kansas Natural Resources Conservation Service (NRCS) had 25 formal agreements in the inaugural mentor/protégé program. This initial program has reached the conclusion of the formal phase. These employees are encouraged to continue the mentor/protégé relationship as desired by both parties on an informal basis.

Kansas is now initiating the next formal mentor/protégé program. Although applications will be taken on a continual basis, the next consideration period for participation will close on **December 23, 2011**. To apply, visit <https://www.nrcsmentoring.com>. After completing the application process, an electronic message will be forwarded to the applicant's supervisor for concurrence. After you submit your application, please email Justin P. Kneisel at justin.kneisel@ks.usda.gov so he can track the application process.

Applications will be reviewed and mentors will be matched with protégés based on application details. Mentors and protégés will be notified of the matches made and the training dates.

All mentors will be required to attend a two-day training session (unless previously completed). Protégés will attend a two-day orientation session and will be joined by their mentors on day two. As part of the orientation, the mentoring pairs will complete a mentoring agreement which will define expectations and goals. After the orientation, most communication between the mentor and protégé will be by telephone and/or e-mail.

This is an excellent opportunity to build and/or provide a foundation for career success.

Contact: Justin P. Kneisel, 316-321-5803 or justin.kneisel@ks.usda.gov

(signed)

ERIC B. BANKS
State Conservationist

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