



MENTORING UNION MEMBERS INTO UNION ACTIVISTS & PASSING IT FORWARD

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Creating: Committed, Trained, and Confident Activists through a Mentoring Program

Formal Mentoring Program:

- Mentors can be: leaders, peers, women, men
- Mentoring individuals or groups
- Mentoring a two-way process
- Everyone becomes a part of a larger social movement making a difference for future generations



Results from Mentoring:

- improve communications within the organization;
- create a united work environment;
- increased job satisfaction and commitment;
- transfer knowledge and history to new generations;
- reduce turnover;
- help resolve barriers and include organizational practices;
- develop new leaders who can serve the union in a variety of ways;
- diversify the leadership;
- enable personal growth;
- Increase awareness of issues within the organization;
- share the workload with future leaders and seasoned leaders and
- enjoy building a partnership, mentoring members to union activists.



Setting Up a Mentoring Program:

1. Goals and Objectives within a budget
2. Formalizing a Program
3. How long will program run
4. Time commitment for mentors & mentees
5. Group Mentoring or Individual
6. Select a Program Coordinator
7. Select the Mentors; expertise, committed
8. Recruit Participants Mentors & Mentees
9. Identify Mentees Needs and leadership roles
10. Identify assignments for mentees growth
11. Matching Mentors with Mentees
12. Prioritize organizational & mentee needs
13. Ground Rules, signed agreements
14. Orientation and Content of group Meetings
15. Keeping track of progress place on database

Mentoring Agreement: Mentees

Instructions: This document is intended to help you establish effective mentoring habits with your mentoring team. Please answer the questions with detail and review with the mentors.

1. Will attend all ___ days working together with Mentors _____
2. Will be willing to meet with mentors at hall, over coffee, lunch, e-mail after ___ day workshop etc. _____
3. We will attempt to meet at least _____ times a week , and if I cannot attend a scheduled meeting, I agree to notify my mentor in advance whenever possible and so will my mentor.
4. What do I expect from my mentors?
5. I will agree to complete my assigned activities and responsibilities as a mentee, and any sensitive issues will be held confidential .
6. I will agree to report my progress at the next Local Union Meeting.
7. I agree to a no fault conclusion of my mentoring relationship with my mentors if necessary. If one of us needs to terminate the relationship, we agree to abide by the decision.

Mentee

Date

Mentor's Sharing and Objectives

- Orientation and Union History
- Running of a Union, Constitution, Rules
- Activities – Union Business
- Assignments for Mentees to choose from
- Training for Assignments and Role Playing
- Benefits and needs to accomplish the goals
- Work Plan, Timeline and Commitments
- Feedback, New Ideas, Suggestions

Case Study: Lillydale Area Local, APWU

Goals: Legislative, Media Work, Local Website manager, Constitution/Budget Committee, Safety Committee, Community Coalition Organizer, Contract Campaign Committee, Central Labor Council Delegates, Christmas Party Organizer, Associate Office Stewards, New Employee Organizer, Assistant Editor

Budget: LWOP for 6 mentees, for 3 Mentors for four days Breakfast , Lunch at Union Hall, After Workshop some LWOP for assigned tasks and their report to next Union Meeting.

Write Program & Ground rules: new group every 8 weeks

Select a Coordinator: Select Mentors

Recruitment of Mentees: Advertise for Applicants news letter, interviews at work, selection by E-Board, President selects

E-Board: prepare agreement & teaching content & materials

Coordinator: will keep track of progress on database, set-up of workshop, report to President problems, issues, and progress.

Sample Content of the Four Day Program

- Mentors & Mentees share background
 - 1) Program needs of mentees/mentors
 - 2) Mentee Agreement/ survey to get to know mentee
 - 3) Ground Rules
 - 4) Mentors share union story
 - 5) Mentees share experiences
 - 6) Talk about goals have survey for mentee
 - 7) Start with Union History
 - 8) Discuss the operation of the local, state, national
 - 9) Constitution, Union Paper, Union Activities, Organizing , budget
 - 10) Participation at Union Meetings, role play, Robert's rules, grievances, safety & health
 - 11) Politics, culture, workplace environment
 - 12) Have a list of work assignments, and/or project assignments for the mentee to choose from.
 13. Discuss what assignments entail
 14. Open discussion on ways to work on the assignments chosen
 15. Keeping track of steps to success
 16. Resources and Research
 17. Commitment to stay active after assignments are completed
 18. Open discussion on ways to make our local better for our members
 19. Reaching the members after mentoring and looking for others
 20. Reports at the next Union Meeting by mentees
 21. Building a Community Coalition that includes Postal Issues
 22. Building a Media Relationship
 23. Building political relationships with legislative leaders
 24. Getting ready for the 2016 Elections, projects

Doing Your Best Work Discussions

- Working from home
- Working on-site
- Technology, Media,
- Communication requirements
- Building Union Member Power
- Community Power booklet & Toolkit
- Union Training Opportunities
- Where are the resources

Leadership Goals



Case Study Discussion: National Elections

- What we can learn from the last event?
- Best practices, working with AFL-CIO
- What we can do better?
- What do we need to do to get our communities and members to vote?
- Absentee, Voting By Mail





Case Study: Building Community Coalitions

- 1. DEFINE THE PROBLEM AND ITS IMPACT ON THE COMMUNITY & THE PEOPLE'S POSTAL SERVICE**
- 2. IDENTIFY KEY STAKE HOLDERS**
- 3. CONVENE A MEETING**
- 4. SHARE PERSPECTIVES**
- 5. DISCUSS THE CURRENT REALITY AND THE IDEAL**
- 6. CREATING A VISION FOR YOUR COMMUNITY**
- 7. DETERMINE THE NEXT STEPS TO ACTION**

New Activist

Long term Goals



1. Where do you see yourself in 5 years?
2. How do you envision your community in the next 8 years?
3. What are your major aspirations within the union and with the community?
4. What steps will you need to take, to achieve such a role?



MENTEE FEEDBACK:

1. **Final Session:** Evaluate what worked well and what you would change from your Mentoring Workshop. How will you continue to work on your goals to become a part of this important union and community movement?
2. What did you learn/gain?
3. Assess your mentoring relationship with the mentors and progress made.
4. What did not work well?
5. My mentor was most effective when...
6. I feel my mentors could have been more effective if ...

Conclusion of Mentorship

- Define your challenges
 - Technological as well as personal
- Set realistic expectation
 - Mastery is not achieved overnight
- Keep your eye on the goal
 - Continue to Mentor

Resources Used:

The Next Generation: A Handbook for
Mentoring Future Union Leaders

www.bergermarks.org

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