

MSU Extension CNI MENTOR INFORMATION FORM

Mentor Information

Name:

County/Location:

Role/Job Title:

SNAP-Ed or EFNEP:

FTE (25%, 50%, 100%, etc.):

Contact Information

Email Address:

Phone:

Program Experience

Years with MSUE

Years in Current Position

My strengths

Current Position

Other Program Experience – (please explain)

How can you help a new staff?

General Information

- Recruiting volunteers
- Navigating MSUE
- Connecting/networking with others
- Understanding Federal Grant Funding
- Using Zoom
- Using Google Drive, Office 365, Sharepoint, OneDrive, Teams, etc.
- Developing programs/programming
- Other (Please explain)

- Filling out MSUE forms
- Using WebNEERs/PEARS
- Informal/unwritten rules/expectations
- The language of Extension
- Extension organization – Regional/State
- Time management

Institutes and Work Teams

- Connecting with Institute Work Teams
- Teaching Strategies
- Program/Job Shadowing
- Developing programs/programming
- Program evaluation
- Marketing programs
- Acquiring resources for programming
- Other (Please explain)

Community/Constituent Relationships

- Connecting with Constituents
- Developing Community Networks
- Recruiting participants
- Other (Please explain)

Best Way to Communicate

- Email
- Phone Call
- Face to Face Meeting
- Text

- Zoom
- I.M. (Instant Messaging)
- No Preference
- Other – (please explain)**

Level of Support You Can Offer Mentee

High – Weekly/Bi-Weekly contact (email, phone, etc.) – Monthly face-to-face meetings

Medium – Bi-Weekly/Monthly contact (email, phone, etc.) – Face-to-face meetings every other month

Low – Monthly/every other month contact (email, phone, etc.) – Face-to-face meetings only when needed

Other – (please explain)

Please return this form to the mentor coordinator in your institute:

Health and Nutrition Institute – Community Nutrition Instructors	Erika Garner, New Staff Mentor Coordinator	prineeri@msu.edu , 269-945-1388
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