

## THE COOKBOOK

### MENTORING

#### I. Organize a Mentoring Committee

- A. Select a strong committee of three to five motivated and organized Valley members with a strong leader as Chairman.
- B. The purpose of the Committee is to recruit a pool of “mentors” who can and will mentor new members.
- C. Each member of the Committee should be assigned a group of mentors for which he is responsible.
- D. The duties of the Committee include
  - (1) to obtain names of candidates and assign mentors from the same general geographic area;
  - (2) to communicate to mentors, in writing, their responsibilities as outlined in more detail below;
  - (3) to follow up to make sure that every candidate has a mentor assigned no later than the first day of the Reunion;
  - (4) to facilitate direct contact between each mentor and his mentoree sometime during the Reunion. A meet and greet function can be utilized for this time;
  - (5) to make sure the mentors have complete contact information for each mentoree, including phone numbers (home, work, mobile) and email address.

#### II. Duties of a Mentor

- A. A mentor has two fundamental responsibilities:
  - (1) contact the new member each month personally and have the new member attend the monthly Valley of club meeting for one year;
  - (2) no more than sixty days after the Reunion, the mentor is to serve as a facilitator to help the member become actively involved in a Scottish Rite activity.
- B. The mentor should determine the new member’s interest, such as Ritual, floor work, make-up, Costumes, stage crew, hospitality crew, Masonic education,

greeter, registration, Foundation, philanthropic activities, etc. The mentor should then facilitate integrating the new member into whatever activity in which he has an interest. The facilitator should do this personally and follow up to make sure that the mentor is comfortable with his activity.

III. Sources for Mentors.

- A. Mentors are developed not born.
- B, Honor men and KS members are fertile recruiting grounds.
- C. The Mentoring Committee should meet with all new mentors and provide specific guidance and expectations, including written guidelines for the new mentor.

IV. Other Uses of Mentors.

- A. Assign mentors to non-active Scottish Rite “bystanders”;
- B. Hold a dinner and/or social and personally invite non-active bystanders. Have an excellent program and speaker and a summary of the Rite of the Valley’s activities. The mentor should encourage the bystanders to attend the next regular meeting and the mentor should be a facilitator to help the member become active in an area of his interest;
- C. Most of the members who go NPD are “bystanders.” Never let a person go NPD without a personal contact and attempt to have the person develop a relationship with a mentor.