#### What is New Member Mentoring and Why is it Important to Zonta?

Successful women often refer to at least one mentor who fostered their professional and personal development. It is critical in helping new members grow into the Zonta organization as well. Mentoring is a learning partnership between an experienced club member (the mentor) and a newly inducted club member for the purpose of sharing knowledge and information about our organization. Mentoring provides all club members with the opportunity for and access to personal growth and it strengthens Zonta Foothills Club.

In order for an organization to thrive, it must have a process for regenerating itself from within its own ranks. Mentoring is one process for doing just that. It is a cost-effective way to develop and retain our membership. It leads to stronger bonds between members, club growth and the realization of our goals and mission.

*A Mentor Is . . .*

* . . .a role model who welcomes a new club member through frequent communication.
* . . .a link for new members to information about the Zonta Foothills Club as well as the international organization and its mission for supporting women world-wide.
* . . . a source of information explaining the projects and day-to-day workings of our local organization.
* . . .a coach, encouraging the new member’s involvement in club activities and projects.

*Benefits to Mentors:*

1. Personal satisfaction from fostering the professional development of a new member.
2. The gratification of passing your knowledge and belief of Zonta on to new members.
3. Development of new professional and social contacts.
4. Exposure to new ideas and perspectives.
5. Improvement of coaching and counseling skills.
6. Sense of accomplishment.

***Benefits to the New Members:***

1. Increased personal support of the club.
2. Information on the culture and inner workings of Zonta
3. A relationship with a club member who can be a role model and sounding board, giving clarification and feedback.
4. Exposure to new ideas and perspectives, greater connectivity with all parts of Zonta.
5. Organizational support, increased participation in club activities.
6. Greater understanding the new member’s role in supporting the Zonta mission.

*The Benefits to Zonta Foothills Club:*

1. Development of new club members.
2. Motivated members, new and old.
3. Effective communication of the history, culture, mission and goals of Zonta.
4. Creation of a club chemistry that is conducive to greater productivity.
5. Improvement of club’s coaching and counseling skills.
6. Increased interaction among members and across committees to generate new ideas.
7. Increased organizational communication and understanding.
8. Better integration of new members into the club,
9. Increased member retention (reduced turnover.)

*Critical Mentoring Skills and Attributes*

1. Effective listening and feedback skills
2. Goal setting and planning skills
3. Advising Skills (Knowing when to give and when not to give advice.)
4. Skills to instill confidence and motivate people.
5. Friendly and welcoming attitude.

*Characteristics of Good Mentors*

A good mentor:

1. values Zonta, its mission and its work.
2. cares about others and treats everyone with respect.
3. is tolerant, non-judgmental, and accepts personal differences.
4. is able to establish a comfortable environment for discussions.
5. enjoys watching a new member develop and is sensitive to the new member’s needs.
6. Has a “POSITIVE” outlook about Zonta that they can impart to the new member.

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#### The Mentoring Process

***THANK YOU for becoming a mentor.*** Now you can take on this important role in the future growth of Zonta Foothills Club. The process builds in 4 simple steps:

**Step 1:** Within the coming month, call your new member to see how & when you might get to know one another better

**Step 2:** Offer to help answer your new member’s questions about Zonta or help her find a resource who can.

**Step 3:** Occasionally ask your new Member how she’s doing, what her perception of the club is so far and what we all can do to make it better.

**Step 4:** E-mail or phone her occasionally, get together for lunch, work together on a committee project, sit together at a business meeting, carpool together to a Zonta function.