

## **Board Mentor Guidelines and Overview**

**Mentors Role:** Utilize their knowledge and experiences with GTCF to support the **adopted** on-boarding process for new Board Members. Serve as a primary point of contact for a new board member during their first year on the board of a trust-based philanthropic foundation.

**Mentor Objectives:** Be a knowledge facilitator with new board members and assist their transition to being a contributing board member by ensuring they have,

- An understanding of not only organizational policy and procedure but mapping pathways that allow for a progressive understanding of and engagement with how GTCF impacts community.
- An understanding of GTCF's Strategic Framework (Vision, Mission, Values, cross-cutting strategies) and how they translate to actionable goals by providing examples.
- An understanding of trust-based foundation (transformative vs transactional) versus other types of foundations and with that uncover how their skills, knowledge. Lived experiences and specific interests enable them to best support GTCF's success.
- An understanding of an existing board culture that has established an interactive and progressive learning environment; and ways in which they can contribute to the preservation of it.

### **Tools:**

- |                                    |                                    |
|------------------------------------|------------------------------------|
| - Orientation/On-boarding plan     | - Personalized on-boarding plan    |
| - BoardPaq archives                | - GTCF staff                       |
| - Community partners organizations | - Mentor experiences and knowledge |

### **Conversation Prompts:**

- Have you served on a board before and if so what type of organization? Do you believe being a contributing GTCF board member presents you with a new set of expectations/challenges? How can I assist?
- What are some of the greatest strengths you feel you bring to the board? From what you have gathered thus far, is there a particular area that really captured your interest or sparked curiosity?
- Apart from things you feel you already have access to what are some things I can help you with as a board mentor?
- A part of our on-boarding process is the option of establishing a personalized plan. Can we walk through that plan to uncover where I might be of greatest assistance?
- Are you amenable to setting up a schedule for the two of us to meet and discuss how things are progressing, if you need assistance, want to debrief on a meeting or conversation etc.?