



## NLN.ON Mentorship Workgroup

### Terms of Reference

#### Purpose:

The NLN.ON Mentorship Workgroup is accountable to develop and begin implementation of a 3 year strategic plan that will support NLN.ON membership to learn, grow and engage in mentorship opportunities.

#### Goals:

Development of a 3 year strategic plan that will;

- 1) develop and utilize current resources to support nurses and provide new learning related to mentorship for nurse leaders
- 2) create awareness about the importance of mentorship in nursing and provide opportunities to engage in a mentorship relationship
- 3) support the development of mentorship skills and competencies for all levels of nurse leaders

#### Membership :

Efforts will be undertaken to recruit membership from across the province including urban, rural and remote regions of Ontario. Every effort will be made to create a working group with members from a variety of nursing backgrounds and from across the spectrum of healthcare sectors.

#### Current membership includes:

Sandra Li-James, University Health Network

Amy Hallaran, College of Nurses of Ontario

Meredith Whitehead, Mackenzie Health

Regina Elliott, Durham Region Health Department

Cheryl Lyons, West Lincoln Memorial Hospital

Heather Preston, Responsive Management Inc.

Sarah Flogen, University Health Network

Andra Ashton, Region of Peel

Donna Rothwell, Health Tech, NLN.ON President

Judy Shearer, St. Michael's Hospital, NLN.ON Board Member/ Mentorship Lead

Kate Zimmerman, North York General Hospital

#### Deliverables:

- development of a 3 year strategic mentorship plan
- creation of an itemized action plan with timelines and clear outcomes for 2014/2015
- implementation of strategies related to 3 key areas; 1) newsletter 2) website 3) conference
- a plan to explore options for a mentorship matching process

#### Governance:

The mentorship workgroup is a subgroup of the NLN.ON board. Members are accountable to the NLN.ON Board of Directors.

#### Meeting Schedule:

Three meetings will be held in 2015/2015. The dates ideally will occur prior to the NLN.ON board of director's meeting.

Dates for 2014/2015 are as follow:

Thursday, June 5<sup>th</sup>, 11:30am – 12:30pm: teleconference

Thursday, September 11<sup>th</sup>, 5:00pm – 7:00pm; face to face (location to be determined)

Tuesday, November 18<sup>th</sup>, 12:00pm – 1:30pm; teleconference

Friday, January 9<sup>th</sup>, 12:00pm – 1:30pm; teleconference

March - prior to 2015 conference (details to be determined)

#### Chair:

The chair of the workgroup is a member of the NLN.ON board and mentorship lead.

#### Minutes:

Minutes of the meeting will be recorded on a volunteer basis by a workgroup member (TBD). Minutes will be sent out to all workgroup members and the NLN.ON President within 2 weeks after the workgroup meeting.

Updated June 18.14