# Spokane Collaborative

MENTOR/MENTEE GUIDE

### **New Member Mentorship**

Coming into a group as big as the Collaborative can be daunting, whether you're a new member organization or a new representative for a long-time partner. But it's easier with a friend! You'll connect with a member of the Collaborative Connection Team (CCT) as a mentor. They will help introduce you to the Collaborative, connect you to a workgroup, answer questions, and be a friendly face in your first meetings. Learn more about our CCT members <u>here</u>.

How much you use the mentor is up to you. You may just have a quick coffee conversation together and feel ready to dive in, or you may want more support in your first few months in the Collaborative.

### Supporting documents for new members

Posted here: http://www.betterhealthtogether.org/bold-solutions-content/spokane-collaborative-overview

#### Spokane Collaborative Overview, includes:

- What is the Spokane Collaborative?
- Membership & Governance
- o Vision
- How we work
- o New member mentorship
- o Collaborative meetings
- Joining a workgroup
- Level of Engagement

Collaborative Equity Projects Overview Collaborative Milestones Timeline Meet the Collaborative Connection Team (CCT) Spokane Collaborative Member List

### **Conversation Prompts for Mentees**

- 1. How did you (mentor) get involved in the Collaborative? What parts have been most valuable to you?
- 2. What the CCT (Collaborative Connection Team) do?
- 3. What does a typical Collaborative monthly meeting look like?
- 4. What does an equity workgroup meeting look like or cover?
- 5. How do I get involved in an equity workgroup activity?
- 6. How many representatives from each organization join the meetings?
- 7. Are we expected to meet outside of the monthly Collaborative meeting?
- 8. Is there a cost to join the Collaborative meetings?
- 9. I would like to share work my organization is doing / a project I need partners for. Who do I ask to present at the Collaborative?
- 10. Am I allowed to share the Collaborative meeting details with interested parties?

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#### September 2021

# **Conversation Prompts for Mentors**

- 1. What made you (mentee) interested in joining the Collaborative?
- 2. How did you hear about the Collaborative?
- 3. How long have you been doing the work you're doing now?
- 4. What is your favorite project you're working on? What is the least favorite?
- 5. Is there a project or idea you are stuck on that could get off the ground with some support/partnership?

## Suggested Answers to "Conversation Prompts for Mentees"

- 1. How did you (mentor) get involved in the Collaborative? What parts have been most valuable? Up to the mentor to answer this one ☺
- 2. What the CCT (Collaborative Connection Team) do?
  - The CCT is the leadership group for the Collaborative. They guide the strategic direction of the Collaborative, make budget decisions and release funding opportunities, look for opportunities for the Collaborative, and more.
  - When the CCT makes budget decisions, it is typically to allocate a pot of funds for the Collaborative as a whole or as workgroups to make specific decisions about. We're fans of participatory budgeting practices.

#### 3. What does a typical Collaborative monthly meeting look like?

- The Collaborative meetings monthly on the 3<sup>rd</sup> Thursdays, 1-3pm.
- Typically, the full Collaborative meets 1-2pm, and then the equity workgroups breakout from 2-3pm.
- At each meeting we have time for showcasing Collaborative partners and brief share-outs of partner news, asks, and upcoming events.
- We may also do other things as the full group, like planning or sharing out from equity workgroups, connection-building events like speed dating, and visioning/ planning/direction setting for the Collaborative.

#### 4. What does an equity workgroup meeting look like or cover?

- Each workgroup is at a different place in their planning and implementation process. So each workgroup is self-governed and paced.
- A workgroup meeting may include planning next steps, check-in and course correction, making budget decisions, brainstorming direction, identifying partners to support work, learning and sharing about existing efforts to boost, and more.

#### 5. How do I get involved in an equity workgroup activity?

- Getting involved in a workgroup is as easy as starting to attend the workgroup meetings. When you see work you would like to support or lead, discuss it with the group. The workgroups are self-governing, and welcome new members and ideas.
- For information about what the workgroups are current working on, ask your mentor and see this <u>page</u>.

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## Suggested Answers to "Conversation Prompts for Mentees", continued

#### 6. How many representatives from each organization join the meetings?

- Organizations can bring as many representatives as they like!
- Some organizations participate in multiple equity workgroups, which meet simultaneously during the monthly Collaborative meeting, so it's helpful to have more than one representative in that case.
- Note that there is still only one vote per organization on voting matters (such as approving the Charter, budgets, etc.)

#### 7. Are we expected to meet outside of the monthly Collaborative meeting?

 No. The exception is workgroup activity leads, who may meet separately with BHT between Collaborative meetings as needed.

#### 8. Is there a cost to join the Collaborative meetings?

- No, there is no membership fee.
- Collaborative members with an active MOU are eligible to request Collaborative funds through the workgroup activities and LOIs/RFPs as available.
- 9. I would like to share work my organization is doing / a project I need partners for. Who do I ask to present at the Collaborative?
  - Great! There is time on the agenda at every monthly meeting for Partner Shares. You can notify the BHT staff in advance, particularly if you have materials you'd like to share.
  - We also do more in-depth Partner Showcases at most meetings. These may be themed around particular sectors, interesting local partnerships, or showcasing new Collaborative members.
  - BHT also helps connect Collaborative members following meetings using our <u>Coffee Date</u> <u>Request</u>, if members would like a warm introduction to each other.
  - Information and materials shared during our meetings are posted on the <u>Collaborative</u> webpage and shared in the meeting follow-up email.

#### 10. Am I allowed to share the Collaborative meeting details with interested parties?

 Yes! We encourage folks to share about the Collaborative, and we always welcome new members.