

## **Mandate of the Committee**

The Mentorship Committee members will

- Act in an advisory capacity to CPHR Alberta staff with regard to the structure and function of the mentorship program; and,
- Assist CPHR Alberta staff with mentor/protégée matching twice per year.

The committee will be made up of a maximum of five CPHR Alberta members. Each committee member will have experience with a mentorship program in some capacity, or a background in adult education.

Advisory work will be done via phone meeting, but matching will be done in person at the HRIA office.

## **Reporting Relationship**

The Committee will report to a staff representative from CPHR Alberta, as assigned, and the CPHR Alberta staff member will report to the Manager, Member Services.

## **Membership Qualifications**

- Be a CPHR Alberta member in good standing.
- Have direct experience with a mentorship program.
- A background in learning & development and/or adult education is an asset.
- Be available to participate in hands-on mentor/protégé matching at the HRIA office in Calgary twice per year
- Be available for conference calls and ad hoc meetings as necessary

## **Budgetary Authority**

CPHR Alberta staff only.