



# Canadian Certified Crop Adviser Association®

39 William Street, Elmira, Ontario N3B 1P3 ~ (519) 669-3350 ~ Fax: (519) 669-3826 [www.ccaontario.com](http://www.ccaontario.com)

## CCA Board Mentorship Program

### Purpose

- To encourage newer CCAs to consider taking on a leadership role in the Association.
- To support CCA members in understanding the organization's mission, vision, values, and goals.
- To share the skills and knowledge of successful and experienced Board members with new CCAs.

### Target Participants

- Must be an Ontario CCA in goodstanding.
- Preference will be given to CCAs certified within the preceding five years.

### How Mentees will be Selected

- Interested participants will be asked to complete a short application form and submit to the CCA office.
- **Intake deadline is February 28<sup>th</sup>.**
- The Mentorship Selection Committee comprised of four CCA Board directors will select two candidates to participate in the Mentorship Program for the coming year.

### Responsibilities of Mentees

- Regularly attend Board meetings and other important related meetings (there are two full-day Board meetings per year, one in March or April and one in November).
- Make a commitment to participate actively in Board and committee work.
- Be a proponent of the goals and objectives of the Association.
- Stay informed about Board and committee matters, prepare themselves well for meetings, and review and comment on minutes and reports.
- Get to know other Board and committee members and build a collegial working relationship that contributes to consensus.
- Identify a CCA program-related project they will complete during the term of their mentorship. This could include topics such as: marketing/promoting the CCA designation to potential CCAs or growers, developing additional resources or information for the CCA membership, enhancing communications to CCAs or growers, etc. The project topic must be presented to and approved by the Mentorship Selection Committee. The mentee will work closely with the CCA staff, the relevant CCA committee, or an assigned Board director/mentor on the project as applicable. A presentation on the project results will be presented by the mentee to the CCA Board at the second/last Board meeting attended by the mentee.

- The mentee must choose one of the following which will outline the results of their project:
  - A short presentation at the CCA Conference
  - A poster display and/or booth at the CCA Conference
  - Create a short video that will be shown at the CCA Conference
  - Other communications method to be used at the CCA Conference (must be approved by the Committee)

\*\*In addition to choosing any one of the above, the mentee must write a short article summarizing their work for the Spring issue of the CCA Chatter.

### **Term of Mentorship**

- One year from April 1<sup>st</sup> to March 31<sup>st</sup> which will include two CCA Board meetings (one in spring and one in fall).