**Mentorship Sessional Committee**

**Function:** The Mentorship Sessional Committee is responsible for developing a broad ranging mentorship program for the society through tools such as an international node system to support, include and promote membership of international members of the society. The committee is also charged with reviewing and updating the Fitzgerald Travel Grant program in partnership with the Recognition & Grants Committee, the Professional Development Committee and conference LOCs.

The activities of the Committee include 1) providing support to the LOCs for the Fitzgerald Travel Grant and Newcomer’s Breakfast and Mentorship programs, together with the Professional Development Committee and the Recognition & Grants Committee; 2) investigating the feasibility of a more broad ranging mentorship program above and beyond (1); and 3) setting up an international node program.

As this is a Sessional Committee it is envisaged that Recognition & Grants, Professional Development and other Committees will eventually assume responsibilities of all aspects of this committee’s function.

**Size of Committee:** The Committee is chaired by one person and includes nominally 5-7 other members.

**Calendar Items:** Regularly scheduled items include:

1 February: report and announcement sent to Newsletter

April: The Chair prepares report on committee activities for Annual Meeting

After deadline for submission of applications for the Fitzgerald Travel Grant (set by LOC): Ensure review of applications in collaboration with LOC, Recognition & Grants and Professional Development Committees.

May/July: Chair attend(s) the Annual meeting

1 August: report, awardee biographies and any publications sent to Newsletter

**Products**

- Application form
- Announcement
- Acceptance letter
- Rejection letter
- Support letter
- Mentorship Guidelines
- Fitzgerald Travel Grant checklist
- Guidelines for mentors of travel grant awardees

Revised by Andy Bentley, July 2013
Reviewed by Jean-Marc Gagnon, July 2013