

# Hispanic Professionals of Greater Milwaukee

## MENTE

### Mentoring Application

#### Instructions

Please fill out the application form and return:

FAX (414) 384-7292  
E-MAIL [info@hpgm.org](mailto:info@hpgm.org)  
MAIL HPGM  
MENTE Program  
P.O. Box 510545  
Milwaukee, WI 53202

#### Mission Statement

MENTE is a program that facilitates networking and educational opportunities for the successful advancement of HPGM Members through mentoring.

#### Vision Statement

MENTE's vision is to establish and provide suitable services and venues for the ongoing professional development of HPGM Members in Greater Milwaukee through mentorship and professional growth opportunities.

#### Values

- Appreciation for Hispanic & Other Cultures
- Sharing of knowledge
- Learning from established professionals
- Professional development & advancement
- Effective mentoring partnerships
- Assisting professionals to excel
- Continuing education
- Networking & partnership building
- Self-empowerment

**How the MENTE Mentoring Program works:**

The MENTE Mentoring Program is designed to service Members of the Hispanic Professionals of Greater Milwaukee (HPGM). The Program assists individuals interested in career and personal development by connecting them with established, community leaders. ***This Program consists of SIX (6) KEY STEPS:***

Step 1	Submitting the Mentee or Mentor Application and Background Information
Step 2	The review of Applications and Background Information by MENTE Committee (Please see “Note” below.)
Step 3	Attending the MENTE Orientation (this includes putting together goals in a Personal Development Plan & Personal Vision Statement)
Step 4	The engagement (connection) of the Mentee and Mentor
Step 5	The agreement between the Mentee and Mentor
Step 6	At the conclusion of the MENTE Program, completion of an evaluation form

*Note: Mentee & Mentor Applications and Background Information will be reviewed on an annual basis*

**MENTE Program Engagements**

Mentees will be engaged (connected) with a Mentor that best matches with the Mentees interests, background, goals, objectives and vision. The MENTE Program Committee will review Applications to assure the best Mentee/Mentor match. The Mentor will meet regularly – at least once a month- with the Mentee and assist them in reaching their desired outcomes.

Depending on the MENTE Program’s capacity, it can be possible for Mentors to have multiple Mentees and Mentees multiple Mentors.

**MENTE Program Outcomes**

- 1) To finalize, and begin the implementation of, the Mentee’s Personal Development Plan (PDP) and Personal Vision Statement.
- 2) To have the Mentor connect the Mentee with at least two (2) other established professionals in the Mentee’s fields of interest.

**MENTE Program Costs/Fees**

Currently, there are no costs/fees associated with applying for the MENTE Mentoring Program.

## Mentee Application & Background Information

Name:
Phone/Cell:
Email:
Home Address:

I believe it is important to have a Mentor for the following reasons:


I am a MENTEE interested in a MENTOR that can assist me with the following (Please briefly list some of your personal & professional goals, objectives as well as your personal vision statement.):




If you don't hear from your mentor, what would you do?


I will commit at least \_\_\_\_\_ hrs, per month to this relationship.

At the end of this relationship, I hope to have a better understanding of or improve upon:

- Professionalism
- Networking
- Relationship Building
- Community Involvement
- Company Culture
- Communication Skills
- Proper Etiquette
- Career Advancement
- Other, please list

At the end of this relationship, I hope to:

- Continue in higher education
- Become Member of XYZ organization, association...
- Become Member of a Board
- Join &/or Chair a Committee
- Develop relationships with another established professional
- Produce: a report, an event, etc.
- Create/Start a new...
- Achieve a promotion
- Other, please list

## Mentor Application & Background Information

Name:
Phone/Cell:
Email:
Home Address:

I desire to be a Mentor for the following reasons:

I am a possible MENTOR with the following experience, education and abilities:

## Background Information Form

Mentee and Mentor must fill out the Background Information form below.

### Education

Please indicate your schooling, starting with Secondary education to present.

SCHOOL	LEVEL	DEGREE SOUGHT	YEAR GRADUATED

### Certifications

Please list any certifications/advanced degrees and institution where achieved.

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### Employment History

Current or Most Recent Employer

Employer:	Occupation:
Time employed:	

Previous Employer

Employer:	Occupation:
Time employed:	

Previous Employer

Employer:	Occupation:
Time employed:	

I hereby state my commitment to the MENTE Mentoring Program for the mutual benefit of the Mentee and Mentor. I relinquish HPGM of any legal obligations in regards to its MENTE program. (HPGM assures that all personal information will remain confidential and will NOT be shared with anyone other than MENTE Program Staff.)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Printed Name)