

## AMERSA Mentorship Committee 2024 Annual Report

Co-Chairs: Kristin Wason and Ted Park

### Summary

The AMERSA Mentorship Committee was established a year ago at the November 2023 Board Retreat Meeting. In addition to Co-Chairs, committee members include Ximena Levandar, Valerie Gruber, Kenneth Morford, Amelia Goff, and Paul Christine. Responsibilities of the committee included coordinating mentor/mentee matches for the AMERSA annual conference and overseeing the Growing a Diverse Workforce Award (GDWA) including finding mentors for the five awardees and planning GDWA-related events at the annual conference. Additionally, the Mentorship Committee also helped organize and write a workshop submission entitled “Leveling up the Addiction Mentorship Workforce”, which was accepted for the 2024 AMERSA annual conference. This workshop aims to help both mentors and mentees get more out of mentor-mentee partnerships through didactics and small group activities.

The committee met bimonthly to discuss the responsibilities mentioned above. Appropriate mentors were identified for GWDA awardees and mentor-mentee pairs were created for the annual conference. Slides and small group activities were formulated for the workshop. And plans were discussed for developing longitudinal mentorship for AMERSA members and applying for mentorship-related fellowship programs, such as the SAMHSA Minority Fellowship Program, in the future.

Summary of meeting dates and activities highlighted below:

Dates	Activities
November 2023	11/29: Kristin Wason and Ted Park met to develop Terms of Reference
December 2023	<b>12/5: ToR submitted to AMERSA ED for review and approval</b> 12/13: Mentorship Committee Meeting – Kristin Wason, Ted Park, Lucas Hill, Ximena Lavender, Valerie Gruber
Feb 2024	2/7: Kristin and Ted met to discuss matching programs: feasibility of building an algorithm to optimize and support mentor-mentee matching vs investigating existing software from commercial entities
March 2024	3/6: Ted and Kristin met with Kenneth Morford to discuss Mentorship Workshop for AMERSA 2024 conference. 3/6: Kristin and Ted met with David Gonzalez of Chronus, a company that designs mentorship software. 3/8: Mentorship Committee Meeting – Kristin Wason, Ted Park, Rebecca Northup, Ximena Lavender, Valerie Gruber. Chronus software determined to be cost prohibitive at this time. 3/13: Kristin and Ted meet about Mentorship Workshop
April 2024	4/1-4/11: Initial draft of mentorship workshop submission sent to committee for review and editing. 4/23: Mentorship Co-Chair Meeting: Kristin and Ted 4/30: Mentorship Committee Meeting: Kristin, Ted, Rebecca, Ximena, Valerie. Abstract finalized and skills-based <b>Mentorship Workshop submitted.</b>
June 2024	<b>Mentorship Committee Workshop accepted at Annual Conference</b> 6/12: Mentorship Co-Chair Meeting: Kristin and Ted 6/27: <b>Mentorship Committee Meeting with Workshop Presenters and Mentor-Mentee Matching Team:</b> Kristin, Ted, Rebecca, Ximena, Valerie, Kenny Morford,

	<p>Donna Beers, Alyssa Peterkin, Dymon Morgan, Amelia Goff, Paul Christine.          Introductions to roles and planning for AMERSA 2024 Annual Conference</p> <ul style="list-style-type: none"> <li>- AMERSA Annual Conference Mentor-Mentee Matching: Amelia and Paul to take over for Ximena. Ximena will guide them through this year’s event to support transition.</li> <li>- Workshop Planning: Ximena and Kenny first half- foundation, Mentor defined, mentor mapping activity. Alyssa, Dymon, Donna – supporting underrepresented groups and cross-disciplinary mentorship with identity activity and interactive case studies.</li> </ul>
August 2024	<p>8/15: Mentorship Committee and Workshop Planning Meeting: Kristin, Ted, Ximena, Kenny, Donna, Dymon, Alyssa. Planned content and flow for conference workshop with goal to “leveling up mentorship” by providing foundational skills (mentor mapping) and with a goal to increase access to mentors for underrepresented groups</p> <p><b>Co-Chairs to take-over management of GDWA mentorship program</b></p> <ul style="list-style-type: none"> <li>- GDWA mentee-mentor matching conducted with Ximena, Kristin, Ted, Amelia and Paul.</li> </ul>
October 2024	<p>10/9: GDWA planning meeting for annual conference: Kristin, Ted, Rachel. Planned Thurs-Sat lunch and learn events. Justin Alves confirmed for Saturday speaker presenting on “Finding Your Passion:”</p> <p>10/23: Mentorship Committee and Workshop Presenters meet (Kristin, Ximena, Kenny, Alyssa, Donna, Dymon) to finalize didactic material, activities and “road map” of mentorship conference workshop.</p>

### **12/13/2023: AMERSA Mentorship Committee Meeting Notes**

- What are the goals of mentor/mentorship pairing – particularly the longer-term mentorship pairing?
  - Discussed that for now, especially as AMERSA membership continues to grow and diversify, that it may be best to optimize current programming and then, as a long-term goal, consider implementing more longitudinal mentoring opportunities.
- Can ask other associations how they do things?
- How can we poll the membership on whether people would be interested in longitudinal mentoring?

#### Matching process

- What criteria should we try to automate the matching process? (e.g. discipline, research vs. clinical vs. administrative vs. education)
  - Is there an easy way to automate? Can we use Excel code?
  - As the AMERSA national conference grows, automating could really help. However, even with automating, a human touch will be important to ensure appropriate matching across the board.
- What is available in terms of ranking criteria?
- We reviewed the existing method of matching for the annual meeting
  - 139 mentor/mentees at 2023 annual conference
  - More details about specific wants and goals helped quite a bit for matching process.
  - Found that some of the data was entered incorrectly during registration or that folks oversimplified their expertise (many “wear a lot of hats”)
  - For next year: may be best to ask about years of experience/years with AMERSA
- Going forward: get feedback about what people think about the mentor-mentee pairing

- What were your goals going in? Were those goals met? Would you be interested in a more longitudinal experience?

#### Mentorship training

- Can ask Kenneth Morford at Yale about mentorship training
- NIH sometimes requires mentorship training on training grants (can we fill that requirement?)
- Look up NIH requirements
- FYI: OHSU has a Mentoring Academy which includes eight 1.5hr long sessions.

#### Adding more committee members

- Ask Shadi Nahvi from Montefiore Einstein
- People who have been through the mentee
- People who have won the GDW award
- Think about social work and other disciplines not already represented in the committee
- Someone who has been a mentor for a while and a member at AMERSA for a while (Dan Alford said he would do this)

Reviewed Terms of Reference: The group reviewed and edited the ToR

#### **Meeting Minutes – AMERSA Mentorship Committee – 3/8/24**

- Discussed meeting with Kenny Morford
  - Kenny spoke about a talk he gave that outlined roles for mentors and mentees emphasizing the need to build mentoring networks which entails having different levels of mentors for different purposes
- Discussed ways to automate the mentor-mentee matches for annual meeting
  - Finding someone who can help with creating matching code
  - Met with rep from Chronus – a company that offers mentorship software – could help with both one-time and longitudinal mentor-mentee pairing but costs \$20,000 annually. Other software companies may offer similar services for half as much
- Also discussed applying for an AMERSA workshop for upcoming annual meeting that focused on mentorship
  - Ximena suggested that we not mix the mentorship and menteeship workshops and focus on one or the other because mentees may not feel comfortable speaking their minds in a mixed space
  - Ximena spoke about the importance of having training on mentoring someone who is different from you (can be race, discipline, etc)
- Valerie spoke about Growing Diversity in Workforce
  - Decent attendance from mentees for didactics which is improvement from last year
  - Main challenge is with scheduling meetings between mentors/mentees – a lot of email mentoring going on
  - Some discussion on whether email mentoring is enough
- Workshop:
  - Discussed outline of what an AMERSA mentoring workshop could look like including a talk from Patrick O'Connor or Jeffrey Samet about their RAMS experience, Kenny and

Ximena giving an intro talk on the subject, Ayana Jordan on mentoring individuals from underrepresented minority groups, Donna Beers on cross-discipline mentoring.

- Final discussion could ask attendees what do people think about what mentoring should look like at AMERSA

### **April 30, 2024**

Attendance: Kristin Wason, Ted Park, Rebecca Northup, Ximena Levander, Valerie Gruber

#### Conference Mentorship Updates

- Amelia Goff, NP from OHSU and Paul Christine, MD from UC Denver will be taking over as conference mentorship co-coordinators
- To prepare for upcoming conference, Mentorship Committee to explore development of a guideline to support the mentorship relationship, to also provide activities and locations for mentor-mentee pairings to connect.
- Dates to know:
  - June 1: Reg will be out for the conference, awardees notified of their status
  - Oct 1: Mentor-mentee matching emails typically go out to conference match-ups

#### AMERSA Workshop: Leveling Up the Addiction Workforce

- Reviews and edits by group have been completed. Ted completed the submission, with Ximena listed as primary contact, on 4/30/24
- Workshop committee will be on the lookout for the submission
- Next steps: If accepted, team will require workshop planning meetings. Ximena recommended the workshop presenter group join the next bimonthly mentorship committee meeting to initiate the planning process. Decision made to prioritize dates for this meeting during second week in June.

#### GDWA

- Plan to discontinue the formal group quarterly didactic meetings as they are not well attended by mentees. Additionally, mentor-mentees indicate they are benefiting from the relationship without the didactic components.
- Discussion about needing admin support for scheduling, check ins, conference activities. Kristin volunteered to fill this gap.
- Next steps: Valerie and Rebecca to share folder with Kristin that includes existing planning documents and templates.

#### SAMHSA Minority Fellowship Program (MFP)

- Rebecca led a discussion about AMERSA potentially becoming an MFP grantee organization.
- The group was interested, but members expressed concern about bandwidth to complete the grant application. Submission deadline: June 10, 2024. If there were support to write a grant, there is interest in pursuing this opportunity as AMERSA and MFP goals and missions align.
- Next step: Rebecca will reach out to SAMHSA to understand if there will be future opportunities to join the MFP.
- MFP details: MFP aims to reduce health disparities and improve behavioral health care outcomes for racial and ethnic populations. With this SAMHSA funded program, 400 MFP fellows are awarded educational scholarships to receive training each year. There are currently eight organizations that administer the mentorship program through individualized curricula.
  - [Minority Fellowship Program | SAMHSA](#)

