

Future Leadership Development Hartford Chapter Apprenticeship/Mentor Program

Vision is of a Chapter Apprenticeship/Mentor program that builds future leaders, with increased awareness of materials issues, for industry as well as ASM Hartford.

Goal: Establish a program in the fall of 2003 to build future leaders.

Here are our initial thoughts:

- o Recruit Chapter Sustaining members, at least the larger companies, to identify
 - ♣ One young professional to be an apprentice and
 - ♣ One mature professional to be a mentor (not necessarily of the young professional from the company).
- o Develop a schedule where 4-6 of the sustaining member companies would be toured each year with emphasis given to material issues. The young professional would conduct this tour and the mature professional would lead a Q&A on material issues afterwards.
- o Set Apprentice/Mentor guidelines
- o A recognition system will be established based on
 - a) Attending a minimum number of tours,
 - b) Organizing/conducting a tour or giving a technical presentation at a Chapter meeting and
 - c) Attending a minimum number of chapter meetings (one of which could be attending another chapter or ASM International conference).

The program would also be open to individuals from non Chapter Sustaining members Companies as well.

I would appreciate your support in recruiting Chapter Sustaining Members and other companies to participate in this program as well as your review of the program prior to its launch, hopefully in the fall.

Apprentice Recognition Draft ASM Membership is basic requirement

Three Stars – Inside the Chapter, Awareness of ASM Benefits

- o Attend 4 tours
- o Attend 4 meetings of ASM Hartford

Four Stars – Chapter involvement, Basic Leadership (achieved Three Stars recognition)

- o Conduct tour
- o Presenter or active participant at Chapter Event
- o Serve on Chapter Committee or as Member at Large of Chapter Executive Board
- o Attend 2 tours
- o Attend 3 meetings of ASM Hartford
- o Attend a meeting of another Chapter or ASM International

Five Stars – Chapter Leadership (achieved Four Stars recognition)

- o Serve as elected officer (Treasurer, Secretary, Vice Chair, Chair)
- o Attend ASM International's Leadership Days

Mentor Recognition

- o Serve as Mentor to Apprentice
- o Arrange for tour
- o Arrange for Social Hour Sponsor of monthly meeting



Apprenticeship/Mentor Program

Tour Report

Date: _____

Tour Site: _____

Tour Guide: _____ Signature _____

Preparation: Visit links from www.asm-hartford.org on tour. Think of two questions to ask, or two pieces of information that you would like to bring away from the tour.

1. _____

2. _____

On Tour: Write answers to questions below.

1. _____

2. _____

Networking: Meeting others will extend your knowledge and provide a contact when future needs develop.
Exchange business cards with at least 3 people, two of which are not part of the toured company or facility.

1. _____
2. _____
3. _____

After the tour: Review what you learned and observed with your mentor.
Write notes on back of page.

Mentor's Signature: _____



Apprenticeship/Mentor Program

Meeting Report

Date: _____

Technical Topic: _____

Speaker: _____ Signature _____

Preparation: Visit links from www.asm-hartford.org on meeting. Think of two questions to ask, or two pieces of information that you would like to bring away from the meeting.

1. _____

2. _____

At meeting: Write answers to questions below.

1. _____

2. _____

Networking: Meeting others will extend your knowledge and provide a contact when future needs develop.

Exchange business cards with at least 4 people, one of which is a Chapter officer.

1. _____

2. _____

3. _____

4. _____

After the meeting: Review what you learned and observed with your mentor.

Write notes on back of page.

Mentor's Signature: _____