

Title: Mentoring Committee Charter

**Effective Date: June 15, 2023
(B2357)**

Revision: Initial

Supersedes: None

Purpose

The Mentoring Committee cultivates mentoring and connections within SWE communities, and fosters development and advancement of members' professional and SWE careers.

Background

Mutual support is a core value of SWE and mentoring is a key part of the value proposition for members. Another of SWE's value propositions is the strong network of women engineers, supporting and advocating for the mission of SWE. The Mentoring Facilitation Working Group (MFWG) was founded within the Membership Committee (renamed to Member Engagement Committee in 2022) in 2017 to support and promote the existing SWE mentoring programs and develop tools and resources for future grassroots mentoring programs.

Scope

In Scope:

- Host Committee-led mentoring or networking events
- Develop and deliver tools, resources, and programming for member professional and SWE career development
- Work collaboratively with HQ to evaluate, improve and support the SWE Mentoring programs and processes.
- Serve mentoring groups by supporting their leadership's requests for resources and other assistance, as needed
- Foster new and support existing mentoring groups and communities with tools/resources and best practice sharing, as needed
- Increase visibility of SWE mentoring programs
- Work collaboratively with other SWE committees and Affinity groups to develop and promote professional development programming

Out of scope:

- Starting, maintaining, or providing oversight of formal mentoring programs
- Providing requirements for SWE mentoring programs
- Existing SWE leadership programs (e.g. Collegiate Leadership Institute, Leadership Development Program, Academic Leadership for Women in Engineering, and eXXec)

Resources and References

- Society Strategic Plan
- Society Professional Development Content & Resources
- Society DEIB strategy (as provided to SWE leadership)
- SWE Mentor Network

Authority and Limitations	<ul style="list-style-type: none"> • No budget authority
Deliverables	<p>The following minimum deliverables will be provided annually</p> <ul style="list-style-type: none"> • 3 Virtual events per year <ul style="list-style-type: none"> ◦ Professional development topics, mentoring programs, and SWE career development • Mentoring Circles or Speed Networking session at Annual Conference • 3 All Together or SWE Magazine articles • Support HQ in Mentoring initiatives • Promotion of SWE Mentor Network • Create and maintain mentor program toolkits for sections and affinity groups • Provide event replays or Advanced Learning Center content
Members¹	<ul style="list-style-type: none"> • Chair • Chair-Elect • Sub-team Leads • SWE HQ Liaison from Engagement Services • Committee members
Criteria for Success	<ul style="list-style-type: none"> • Participation in virtual and conference events • Social media audience size • Participation in Mentor Network Cohorts
Report To	Director designated each FY.
Duration	Beginning FY24; to be evaluated in FY25

Notes:

1. Membership is selected via the process defined in the latest Society Leader and Committee Member Selection Procedure.