

2023 ACTION PLAN
Committee: Member Resources - Mentoring and Leadership
Member Resources Vice President – Gina Lucas

Committee Chair: Halie Corbitt
Committee Chair-elect: Joy West
Committee Apprentice: Carrie Elsen
Committee Past Chair: Kyleigh Brown

Strategic Plan Goal:

Provide opportunities for members to network, communicate, and share resources.

Committee Goal:

Build leadership opportunities from within the membership and provide a formal mentorship program.

Objectives:

- Learning to lead yourself as a Family Consumer Science Professional (self-discovery, identifying strengths, communication styles)
- Leading others as a Family Consumer Science Professional (team building, leadership styles and strategies)
- Learning to lead within Extension (collaborations, program teams, subject matter areas)
- Learning to lead within NEAFCS (learning about the organization, governance, paths to leadership roles)

What? (action steps)	Responsible for (specific name)	When? (specific date)
Bi-monthly Meetings	Halie Corbitt	Every other month on 4 th Wednesday from 2-3pm EST. Meeting URL: https://ufl.zoom.us/j/97034524830?pwd=SjVnNEM0cmI0d0xUZ3lyNzIRZm82dz09 Meeting ID: 970 3452 4830 Passcode:161246 *Except December which is the 6 th due to holidays. Email for link.*
Subcommittee Sign up Form	Whole Committee	https://docs.google.com/spreadsheets/d/116b3GKwDeWQM4tPCv9_frCi9AkUIhTjcvxLQ4ecRgwk/edit#gid=0
Refine and finalize timeline: PD for mentors/mentees, etc.	Whole committee	Oct monthly meeting
Site for all sub-committee documents	Halie Corbitt	Google Account (Ask for username and password)

	Review the Mentor/Mentee Roles and Expectations Documents	Application/Selection committee	Bring draft to Dec meeting Make additional changes Due Dec 31, 2022
	Review and revise Mentor and Mentee applications	Application/Selection committee	Work on Nov-Dec Review ready for Dec mtg. Submit to Nat'l Office by Jan 15, 2023
	Review and revise guidance on mentor/mentee selection process	Application/Selection committee	Work on with Applications
	Review guidance on completing the 'matching' process	Application/Selection committee	Work on with Applications
	Marketing efforts for Applicants	Marketing committee	Start by Dec 31, 2022
	NEAFCS Endowment Application	Endowment Committee	Due Jan 31, 2022
	Create Impact Statements for 2022	Halie, Roxie, maybe committee	Due Jan 31, 2023
	Release the application to the affiliates	Website	Feb 1, 2021
	Apply for Concurrent Session and/or Poster	Awards/Annual Session Committee	Work on Dec-Feb Due Jan 30, 2023
	Apply for Award	Awards/Annual Session Committee	Due Feb 15, 2023 for state and Mar 15, 2023 to national
	Create member webinar on the Mentor Experience Program (Applications, Why Do It, Etc.)	Marketing Committee	Feb 2021
	Review and revise LE Program for Mentors and Mentees: Topics, trainings, presenters, conversations to connect, etc.	Programming Committee	Work on Dec-Feb Finalized review at Feb Meeting
	Review and revise LE program presenter proposal call.	Programming Committee	Work on Dec-Feb Finalized review at Feb Meeting
	Applications Due		Mar 15, 2021
	Committee selects applications	Application/Selection committee	March 16-April 15, 2021
	Release call for proposals for LE programming presenters	Programming Committee	April 1, 2023
	Match mentor/mentees	Application/Selection committee	April 2023
	Notification of Pairs	Chair and Chair-elect	Late April 2023
	Proposals for LE programming presenters Due	Programming Committee	May 1, 2023
	Review LE program proposals and notify presenters	Programming Committee	May-June
	Review and revise evaluation process for the (process/program)	Evaluation committee	By May PD
	Hold Mentor/Mentee training	Program committee	Based on Timeline

	Develop Concurrent Session	Awards/Annual Session Committee	Work on June-Aug Due @ Annual Session
	Plan for Poster Session	Awards/Annual Session Committee	Work on June-Aug Due @ Annual Session
	Plan for First Timers information-At Annual Session	Chair and Chair-elect	Work on August 2023 Due @ Annual Session
	Plan for Annual Session Networking event	Annual Session Committee	Work on June-Aug Due @ Annual Session
	Hold Feedback for Committee on Leadership Experience	Evaluation Committee	Preliminary Data Jan 2023 & Final data May 2023
	LE previous participant follow-up	Evaluation Committee	Work on Dec-March Due April 2023