

# The AAS Mentorship Scheme

## Enrolment Guidelines

**This document provides information on how to complete your enrolment as a mentor or mentee to The AAS Mentorship Scheme.**

**The mandate** The AAS Mentorship Scheme offers opportunities for Africa-based rising science leaders to receive guidance and support from experienced professionals on how to achieve their career goals while also becoming outstanding role models in the African science ecosystem.

**Mentors** are individuals with several year's work experience on which to draw their advice to the mentee. They may not be on top of their career ladder but should be willing and prepared to invest time and effort into developing another scientist, share their own experiences, and challenge the person in a constructive manner.

**Mentees** are early to mid-career scientists who have completed their PhDs and are working in an Africa-based higher education or research institution at the time of their enrolment. They must be clear on how mentorship will support them achieve their career development goals.

**Matching** of mentees with mentors will account for the synergy between mentor's areas of strength and mentee's mentoring needs; any shared interests; alignment to one's purpose; the willingness to develop a mutually beneficial mentoring relationship; and the availability of the mentors.

**Distance mentoring approaches** are adopted to ensure a wider pool of mentoring opportunities are provided, mentors and mentees are drawn from all over the continent, and anyone can participate in a manner flexible and suitable to their working environments.

**Evaluation** will be conducted every six months for all active mentoring relationships. Mentoring pairs will also submit experience reports annually to The AAS Mentoring Coordinators.

## Enrolment Guidelines

This guide provides practical information to potential mentors and mentees in preparing to enrol for The AAS Mentorship Scheme.

All interests to enrol into The AAS Mentorship Scheme must be submitted via The AAS Ishango Grant Management System.

Email submissions and incomplete enrolment forms will not be accepted.

One must first register to get access to the web-based The AAS Ishango Online Grant Management System: <https://aasishango.ccgrantracker.com/Login.aspx?ReturnUrl=%2f>.

Before filling in the enrolment form, mentors and mentees need to be clear of their mentoring strengths and needs respectively.

The quality of your statement will be essential in ensuring that you are matched with the right person and within a reasonable timeframe. Here are key questions to guide you in preparing for your enrolment.

- **Do you value mutual learning environments?**
- **Do you possess key skills and competencies that can enable you transition to higher positions in your career?**
- **Are you clear on your professional development goals and can identify critical gaps in your career growth that could benefit from mentorship?**
- **Are you willing to commit time towards developing your career and/or that of someone else?**

- **Are you available and flexible to communicate with another professional via online channels?**
- **Have you updated your CV to reflect your current position, achievements and career interests?**
- **Are there individuals you may want to recommend for The AAS Mentorship Scheme?**

Upon enrolment, all mentors and mentees will be expected to read/watch mandatory training resources before they can be matched.

The Mentoring Coordinators based at The AAS Secretariat will match mentees with mentors within a month of their enrolment and based on the availability of mentors.

## Timelines

Mentors shall enrol into The AAS Mentorship scheme any time of the year via The AAS Ishango Grants Management System.

Dates and timelines for enrolling mentees shall be announced via The AAS Communication channels.

Applicants are expected to be matched within one month of enrolling into the mentorship scheme provided there are available mentors.

The minimum period for a mentoring relationship is six months. The AAS shall track the mentoring relationships for a period of at most two years, after which the mentoring pair may choose to either continue with the relationship, transition to other mentoring relationships, or end the relationship.

To launch in 2019, below are the timelines for enrolment, matching, and evaluation.

Activity	Dates
1. Announcement	2 <sup>nd</sup> April 2019
2. Call for AAS Mentors opens	2 <sup>nd</sup> April 2019
3. Registration of Cohort 1 Mentees opens	2 <sup>nd</sup> April 2019
4. Registration of Cohort 1 Mentees closes	30 <sup>th</sup> April 2019
5. Matching of Cohort 1 Mentees	1-31 <sup>st</sup> May 2019
6. Cohort 1 Mentoring Relationships start	1 <sup>st</sup> June 2019
7. Cohort 1 1 <sup>st</sup> Evaluation opens	2 <sup>nd</sup> December 2019
8. Cohort 1 1 <sup>st</sup> Evaluation closes	31 <sup>st</sup> December 2019
9. Cohort 1 1 <sup>st</sup> Review Report	31 <sup>st</sup> January 2020
10. Cohort 1 2 <sup>nd</sup> Evaluation opens	1 <sup>st</sup> June 2020
11. Cohort 1 2 <sup>nd</sup> Evaluation closes	30 <sup>th</sup> June 2020
12. Cohort 1 2 <sup>nd</sup> Review Report	31 <sup>st</sup> July 2020

## Guidelines for Other Postdoctoral Fellowships

Postdoctoral researchers not part of AAS postdoctoral programmes can express interest to join the scheme by emailing [mentoring@aasciences.ac.ke](mailto:mentoring@aasciences.ac.ke)

Visit <https://www.aasciences.ac.ke/mentorship-scheme> to find out more  
or email [mentoring@aasciences.ac.ke](mailto:mentoring@aasciences.ac.ke)

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