



AOCA Mentor Guidelines & Expectations

Overview

Thank you for your interest in serving as a mentor through the AOCA Mentorship Program. This member-driven program connects experienced physician anesthesiologists with students, residents, and peers seeking guidance, professional development, and career support.

How the Program Works

- Mentees **search the AOCA Member Directory** and reach out directly to potential mentors
- Mentors and mentees **determine fit through an introductory conversation**
- If aligned, you'll **set your own goals, schedule, and format**
- AOCA provides **optional resources and templates** to support your experience

At-a-Glance Expectations

Time Commitment

- ~1 hour per month

Typical Duration

- 3–6 months (flexible)

Format

- Virtual or in-person
- Phone, video, or email

Mentorship Roadmap

Month 1: Establish the Relationship

- Hold an introductory meeting (30–60 minutes)
- Learn about your mentee's background, interests, and goals
- Agree on:
 - Meeting frequency (recommended: monthly)
 - Preferred communication method
 - Length of mentorship (suggest 3–6 months)

Months 2–3: Build Momentum

- Provide guidance on career path, training, or decision-making
- Share relevant resources, insights, or connections
- Check in on progress toward goals

Months 4–6: Deepen & Transition

- Offer more targeted advice and perspective
- Reflect on mentee progress and growth
- Discuss next steps (continue, adjust, or conclude the relationship)

Mentor Expectations

As a mentor, you are encouraged to:

- Provide **honest, constructive, and supportive feedback**
- Share **knowledge, experiences, and resources**
- Help mentees **clarify and work toward their goals**
- Maintain **professionalism and confidentiality**
- Encourage mentees to **take initiative and follow through**
- Be **responsive and respectful of agreed-upon time commitments**



Getting Started: Quick Checklist

When a mentee contacts you:

- Schedule an introductory call or exchange emails
- Review their bio or background information
- Prepare 2–3 questions to guide your first conversation
- Agree on goals, expectations, and meeting cadence
- Confirm next steps and schedule your next meeting

Optional Conversation Starters

- What are your short- and long-term goals?
- What challenges are you currently facing?
- What does success look like to you?
- How can I best support you in this process?

Need Support?

Questions or need assistance at any point? Contact office@aocaonline.org.