ABA Mentorship Program - Mentor Personal Assessment

Name: _____ Department: _____

Mail Code _____Phone:_____ Email address: _____

Years Employed at UC:_____Years in Present Position:_____

Using the rating scale below, please assess the areas listed as they relate to your skill level and experience. These answers will assist the Mentorship committee in making a suitable match of mentor to mentee.

Rating Scale	Skill Level / Experience
1	No previous experience
2	Limited experience, need additional training
3	Average experience/skill level
4	Higher than average experience/skill level
5	Significant experience/highly proficient

Management/Leadership					
(strategic planning, business processes, etc.)	1	2	3	4	5
Staff Supervision					
(training & development, performance management, etc.)	1	2	3	4	5
UC/UCSD Policies, Procedures & Systems					
(Blink, EDB/PPS, IFIS, ISIS, LinkFamily, etc.)	1	2	3	4	5
Fiscal Management					
(budget administration, purchasing, auditing, internal controls)	1	2	3	4	5
Extramural Fund Administration					
(pre- and post award administration, tech transfer, gifts, etc.)	1	2	3	4	5
Staff Human Resources					
(recruitment, compensation, classification, labor relations, etc.)	1	2	3	4	5
Academic Personnel					
(recruitment, appointment, review, leaves, etc.)	1	2	3	4	5
Student Affairs					
(outreach, admissions, advising, course scheduling, etc.)	1	2	3	4	5
Information Technology					
(Web development, database management, computer/data security)	1	2	3	4	5
Facilities & Space Management					
(construction, renovations, space planning, etc.)	1	2	3	4	5

Additional Questions:

1. What are your expectations from this program?

2. What benefits do you feel you will receive from this program in terms of personal and professional growth and knowledge exchange?

3. Please describe any past experience (formal or informal) you have had in serving as the role of a mentor.

4. Additional Comments:

Signature_____Date:_____

Please attach a recent version of your resume (if available) to this form and return both to: **ABA Professional Development Committee, c/o Bobb Barile, University Center 104, MC: 0001** or electronically to bbarile@ucsd.edu.