

Early Career Working Group Minutes

Agenda:

1. Review of discussion at NAPB
 - a. Networking separating from mentoring group? Questions seemed quite difference.
 - b. Grad student questions about how to get a job
 - c. Mentee - acting as mentors because we were short of mentors, not because of choice
 - d. A lot of good discussion and mentoring
 - e. What to do during the year to help them out.
 - f. Grad student vs early career mentor difference in mentoring relationship.
 - g. What do we want to support new students to become early career or do we want to support early career?
 - h. Have a grad student liaison from our group?
 - i. Mini-seminar or group conversation with students and early career members. The grad students can be principle moderators.
 - ii. Possible to mirror with ECWG members.
2. Leadership of ECWG – We need a co-chair that will help run the working group and would be the chair next year. And a secretary to help organize us and keep us on track.
 - a. Co-chair/secretary -
 - i. Sarah Turner
 - ii. Dan Packer
 - iii. Amanda Hulse
 - iv. Jenny Kopernick
 - v. Amanda Hulse Kemp - early career
 - vi. Emily Belcher - Graduate student group
 - vii. Look at membership list
 - viii. Guelph suggestion
 - b. Graduate student liaison - Deb Menicos.
3. Mentorship program – I see two real benefits of this program. 1. Development opportunity for members to strengthen career and

personal growth. 2. Way to extend influence of the organization beyond the yearly meeting. This is a way to encourage membership and participation and provide value back to members.

- a. Participants in mentoring and networking session at NAPB: 75-90. Good feedback from participants and from leaders. Do we send a survey to the 75 we have contact info?
 - i. Follow-up email to participants thanking them and with a link for feedback and suggestions for next year.
 - ii. Merge survey/participant list and add info from membership
- b. How to structure mentoring program throughout the year. Options:
 - i. Grad students - we rely on liaison to set up calls with early career members and groups of grad students.
 1. Webinar series on "soft skills"
 2. Nudge the graduate student committee to manage needs and communicate to our team - Deb as main contact.
 - ii. Early career members
 1. Freeform – we encourage people to reach out to contacts made during the meeting and then provide some training/documents on how to take advantage of that relationship
 2. Structured – We match up people to be in a mentoring relationship and encourage them to build that through the year
 - a. Panel - webinar series 2-3 meeting per year with established career professionals - topics per meeting, advertise through NAPB communication channels. Different people per meeting. 3 per year. Platform for conversation and stay in contact.
 - b. Encourage people to establish 1:1 mentorship relationship
 - c. Evaluate how that is working

- c. How often to meet as a WG and next meeting?
 - i. Once a month - Third Wednesday later in the day.
Send reminder and agenda few days before.