

Women in Leadership – Mentoring + Development

Mentee Application + Information Sheet

Course Introduction

Western Energy Institute's Women in Leadership – Mentoring + Development program is an opportunity for women to discuss the obstacles and challenges of working in the utility industry. The utility industry workforce is significantly underrepresented by women, as compared to the general population where women make up roughly half of the total workforce. Organizational efficiency is characterized by a balanced workforce both in terms of skill sets and perspectives. This program addresses some of the opportunities and challenges that women face working in the energy industry, advocates for workplace inclusion and teamwork, and discusses critical issues related to attracting and maintaining a diverse workforce. Formal opportunities for mentorship will provide women in the industry with support for increased retention and satisfaction. Mentors and mentees will regularly connect over a 10-month period with either a virtual or in-person kickoff session in October/November and an in-person meeting at the WEI Annual Meeting in September 2022.

Program participants will develop:

- A significantly enhanced comprehension of the energy industry
- The ability to educate others including mentoring and being mentored effectively
- An increased ability to manage cross-functional and diverse teams

Participant Recommendations

Cohort Characteristics

- Reflective of WEI membership (gas and electric, distribution, transportation, generation, etc.)
- Diverse and balanced composition
 - Variety of companies within WEI's membership
 - Geography
 - Demographics
 - Levels within their own companies, meeting criteria below
- Similar learning objectives

Member Company Considerations for Mentee Candidates

Levels

- Managers (new to industry, organization, or role)
- High potential supervisors or individual contributors
- Front-line employees with a desire to grow within the company

Functions

- Corporate
- Customer
- Operations

Candidate Characteristics

- Avid learner; capable of independent study
- Leadership development is a part of their development plan
- Available to participate in full program

Email, Fax or Mail information to Diana Zoren, CAE, Western Energy Institute

Email: zoren@westernenergy.org Fax: 503-231-2595 Mail: 1050 SW 6th Avenue, Suite 325, Portland, OR 97204

- Has support from their direct manager

2021-2022 Timeline

Date	Event	Time Commitment	Location
July – September	Mentor Recruitment		
August – October	Mentee Recruitment		
October – November	Participants accepted, notified of final assignment of cohort, kickoff dates and registration open.		
October 26-27	Mentor and Mentee Kickoff Forum www.westernenergy.org/	2 days	Portland, OR
November 2-3	Virtual Mentor and Mentee Kickoff Forum www.westernenergy.org/	2 days	Virtual
November 3-5	Women in Energy Symposium*	3 days	Virtual
December	Mentorship Session	1-2 hours	Phone/Video
2022			
January	Mentorship Session	1-2 hours	Phone/Video
February	Mentorship Session	1-2 hours	Phone/Video
March	Mentorship Session	1-2 hours	Phone/Video
April 19-22	Operations Conference + Leadership Session*	4 days	Los Angeles, CA
April	Mentorship Session	1-2 hours	Phone/Video
May	Mentorship Session	1-2 hours	Phone/Video
June	Mentorship Session	1-2 hours	Phone/Video
July	Mentorship Session	1-2 hours	Phone/Video
August	Mentorship Session	1-2 hours	Phone/Video
September 26-28	Annual Meeting + Leadership Conclusion Session	3 days	La Jolla, California

*The WEI Women in Energy Symposium and Operations Conference are not officially part of this program; however Mentors and Mentees are highly encouraged to attend. Registration for the Symposium and Operations Conference will be offered at a discount, outside of Women in Leadership – Mentoring and Development registration fee.

All mentorship sessions will take place at an agreed upon time during the month for mentors and mentees. These sessions will take place over the phone or video chat platform.

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Mentee Profile and Background Information

PLEASE ATTACH A CURRENT COPY OF YOUR RESUME OR BIOGRAPHY

Note: if you have any questions, please call Diana Zoren at 971-255-4965.

CANDIDATE INFORMATION			
Name:			
Job Title:		Years in Current Position:	
Company:			
Work Phone:		Email:	
Mentees will be paired with a mentor to attend either the Portland or virtual kickoff. Please share your availability at this time, and save the dates on your calendar.			
<input type="checkbox"/> I am only available October 26-27, 2021 (in-person). <input type="checkbox"/> I am only available November 2-3, 2021 (virtual). <input type="checkbox"/> I am available for either kickoff (in-person or virtual).			
This program is open to all female WEI members, including limited spots available to service company employees. Please share your preference on who you will be paired with:			
<input type="checkbox"/> Energy Company Member only, <input type="checkbox"/> Service Company Member only, <input type="checkbox"/> Either company type is acceptable			
DIRECT SUPERVISOR'S INFORMATION			
Name:			
Job Title:			
Work Phone:		Supervisor's Email:	
CANDIDATE DEMOGRAPHICS			
In order to ensure the diversity of the mentor + mentee relationship, please provide the following information.			
Race/ Ethnicity:	<input type="checkbox"/> American Indian/Alaskan Native <input type="checkbox"/> Asian <input type="checkbox"/> Black/African American <input type="checkbox"/> Hispanic/Latino/Latinx <input type="checkbox"/> Pacific Islander/Native Hawaiian <input type="checkbox"/> White/Caucasian <input type="checkbox"/> Other _____ <input type="checkbox"/> Prefer Not to Answer		
Industry:	<input type="checkbox"/> Electric <input type="checkbox"/> Gas <input type="checkbox"/> Other _____	Years in Industry:	
Business Ownership:	<input type="checkbox"/> Investor Owned <input type="checkbox"/> Public <input type="checkbox"/> Other _____		
Industry Segment:	<input type="checkbox"/> Transmission <input type="checkbox"/> Distribution <input type="checkbox"/> Generation <input type="checkbox"/> Other _____		
Functional Areas: (e.g., Customer Service, HR, Operations, etc.)			
Management Level:	<input type="checkbox"/> Sr. Mgmt. <input type="checkbox"/> Middle Management <input type="checkbox"/> Front-Line Supervisor <input type="checkbox"/> Individual Contributor		

Candidate's Name:	
CANDIDATE QUESTIONS	
Responses will be shared with your mentor along with your resume or bio.	
1. Can you commit to attending both the virtual and in-person session and all virtual calls/meetings? () Yes () No	
2. Please select the top 5 skills or areas of knowledge that you hope to develop with your mentor?	
<input type="checkbox"/> Managing Conflict <input type="checkbox"/> Change Management <input type="checkbox"/> Work Life Balance <input type="checkbox"/> Increasing Workforce Diversity <input type="checkbox"/> Reputation and Credibility <input type="checkbox"/> Networking + Relationship Management	<input type="checkbox"/> Improving Team Dynamics <input type="checkbox"/> Strategic Decision Making <input type="checkbox"/> Negotiation Skills + Being More Assertive <input type="checkbox"/> Innovation and Creativity <input type="checkbox"/> Industry Knowledge <input type="checkbox"/> Other: _____
3. Please describe your span of control as a manager. Include the number of your direct reports and any additional employees reporting up to you through others.	
4. How does this program fit into your long-term development plan?	
5. Have you ever participated in a mentoring program? If so, what was your role and how did you benefit from the program?	
6. Describe your interest in WEI's mentoring program.	

7. What do you hope to get out of your experience in this program?

CANDIDATE'S SIGNATURE

Candidate's Signature _____ Date _____