

Please complete the form below and email to Lori Brooks: [lbrook17@jccc.edu](mailto:lbrook17@jccc.edu)

## Mentor Application & Agreement

We appreciate your interest in becoming a Mentor to a JCCC HCIS/MIRM student.

Name:

Job Title/Role:

Company:

Department:

Geographic area of convenience for mentorship meetings:

Lenexa / Overland Park / North KC / south of OP / Downtown KC / Lee's Summit

Please briefly describe the major responsibilities in your current position or attach your resume:

As a Mentor in the JCCC HCIS/MIRM Career Mentorship Program, I agree to the following:

- Connect with my Mentee at least once a month: I understand it is my Mentee's responsibility to initiate contact, but I may reach out if desired.
- Meet with my Mentee in person at least twice during the semester: once to meet, individually, and another time at a GKCHIMSS, AAPCKC, or KCHIMA event.
- Notify my Mentee if I cannot meet/connect with them for any reason and reschedule any cancelled meeting.
- Facilitate and/or assist my Mentee with career planning, such as identifying short-term career goals, informal interviewing strategies, and shadowing experiences if possible.

I will contact the program coordinators with questions or concerns:

Lori Brooks, Health Information Systems 913.469.8500, x3801; [lbrook17@jccc.edu](mailto:lbrook17@jccc.edu)

Amanda Kraus, Medical Coding/Billing 913.469.8500, x4020; [aleitnak@jccc.edu](mailto:aleitnak@jccc.edu)