

LSCPM

POLICIES AND PROCEDURES MANUAL

SECTION: IV.C.1

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**SUBJECT: DUTIES and RESPONSIBILITIES OF THE DIRECTOR-AT-LARGE,
MENTORING**

Director-at Large, Mentoring, is one of several positions charged with giving advice to the board on issues coming before them and is responsible for chairing the mentoring committee.

More specifically, these duties include, but are not limited to:

- a) Give committee status report at monthly board meetings
- b) Maintain a file of all mentors
- c) Assign mentors as requests are made
- d) Work with CPTP staff to hold Mentoring Refresher Courses as needed
- e) Publicize mentoring service as widely as possible