

THE AAPM MENTORSHIP PROGRAM

AN INITIATIVE DEVELOPED BY THE
PROFESSIONAL MENTORSHIP WORKING GROUP
NEW PROFESSIONALS SUB-COMMITTEE
PROFESSIONAL SERVICES COMMITTEE &
PROFESSIONAL COUNCIL

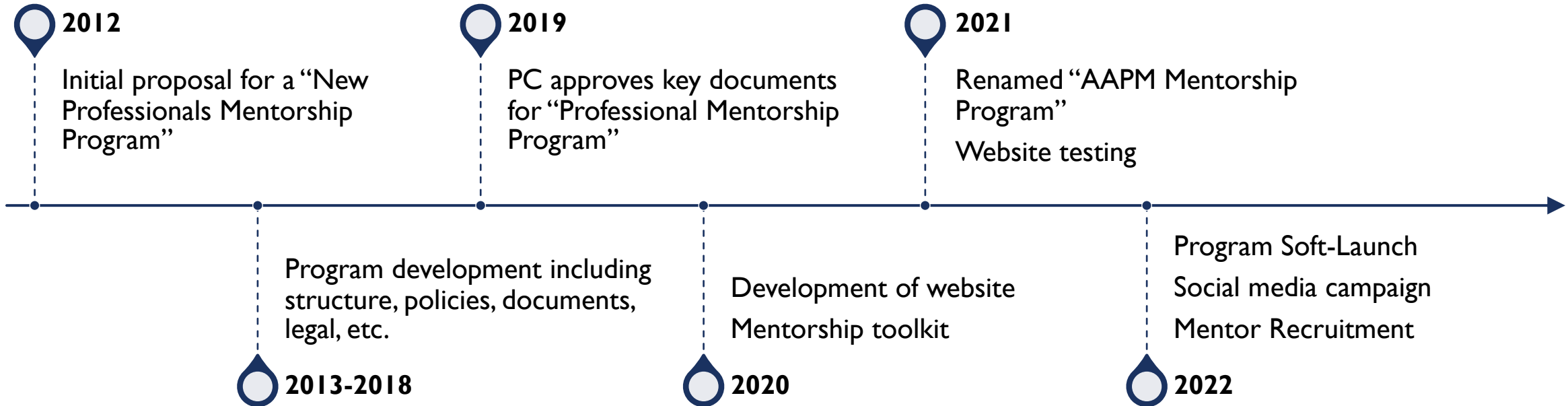
Joint Council Symposium
2022 AAPM Annual Meeting, Washington, D.C.

Presented by: Jeremy Hoisak, PhD, DABR
UC San Diego
Member, Professional Mentorship WG

THE AAPM MENTORSHIP PROGRAM

- **Facilitate connections between AAPM members** seeking mentorship (“the mentee”) and members willing to serve as mentors.
- **Help members succeed** in achieving their individual career development goals, **improve engagement** and **satisfaction** with their institution, clinic or company, and the AAPM.
- **Develop mentorship competencies** within the AAPM membership, cultivate an environment where mentoring excellence is valued, and celebrate mentoring successes.

DEVELOPMENT TIMELINE



WHO IS THIS PROGRAM DESIGNED FOR?

- Open to ALL members of the AAPM, mentees can be any member seeking mentorship, regardless of career stage.
- Any qualified member can serve as a Mentor
 - Qualified: appropriate qualifications / abilities / experience
 - Administrators will review mentor applications to ensure profiles are accurate.
- This is NOT a clinical training program!

HOW DOES IT WORK? THE MENTORSHIP PORTAL



AAPM Mentorship Program

Mentorship is integral to a successful career in medical physics. The goal of the AAPM Professional Mentorship Program (PMP) program is to support mentorship relationships between members of the AAPM. designed to support the success of physicist members of the AAPM, while also improving their sense of satisfaction and engagement with their own institution, clinic, or company and within the AAPM. The PMP will also enhance physicist training in providing effective mentoring, facilitate the adoption of a formalized mentor training program within the PMP and cultivate an environment where mentoring excellence is valued.

All AAPM members are welcome to participate in the Professional Mentorship Program. While it is expected that many participants seeking mentorship will be early-career physicists, the program is not limited to new professionals, and welcomes students, trainees, mid and late career participants. Mentorship is a life-long endeavor and individuals can both provide and receive mentorship at all phases of their career. For example, mid-career physicists may find value in the program for developing a plan for promotion or increased managerial roles, while more senior members may seek mentorship in leadership skills or transitioning to retirement. The AAPM Professional Mentorship Program aims to serve the unique goals of its participants and facilitate a match between the needs of the mentee and the skills and knowledge offered by potential mentors.

PMP is a new program developed by the AAPM Professional Mentorship Working Group (PMWG). This program will evolve as we learn and identify best practices for professional mentorship in medical physics and the AAPM. The program is supported by the AAPM Professional Council and the New Professionals Sub-Committee (NPSC).

Recommended Reading for Completion of Application:

- [Partnership Agreement](#)
- [AAPM Mentorship Toolkit](#)

Log in as a Mentor

Log in as a Mentee

Log in as an Admin

- Participants login to portal as mentee or mentor (can be both)
 - Login is tied to AAPM membership
 - Access profile
 - View match list
 - Training materials and other resources
 - Program and participant evaluations
- Dedicated Admin login for program administrators

<https://www.aapm.org/memb/mentorship>

PARTICIPANT DASHBOARD AND PROFILE



Improving Health Through Medical Physics

AAPM Mentorship Program- Mentor Center

[Dashboard](#)

[Resources](#)

[FAQ](#)

[Contact Us](#)

Steps to be Completed

Mentor Competency Initial Assessment Survey

Create and Publish Mentor Application

Matching

Program Evaluation

Action

[Initial Survey Completed](#)

[Manage Mentor Application](#)

[Matching](#)

Program Evaluation

Mentor Application Details:

Name:	Jeremy Hoisak
Member Directory:	Member Directory
Gender:	Man
Phone:	(619)502-7732
Email:	jhoisak@ucsd.edu
General Geographic Region:	CHULA VISTA, CA UNITED STATES
Local AAPM Chapter:	Southern California
Title:	Associate Professor
Institution/Department:	UC San Diego Radiation Medicine and Applied Sciences
Employment Type:	Undisclosed
Employment Function:	Clinical 75% Academic Research/Development 15% Teaching 5%
Specialty:	Radiation Oncology 90% Rad Safety/Health Physics 5% Engineering 5%
Education:	PhD
Certification:	ABR: Therapeutic Medical Physics
Statement of Interest (Max 500 words) Provide a brief statement outlining your goals for participation in the AAPM mentorship program.	Edit Statement
Supporting Documents(CV): (Word or PDF files are accepted)	You have not uploaded any supporting documents. Upload Supporting Document
Program Agreement:	The agreement was signed on 2/8/2022
	Deactivate Application By click on the Deactivate button, your application will be invisible to the mentees who are seeking for help; you may always choose to activate your application Delete Application By clicking on the Delete button, your application will be deleted from our system permanently.

PARTICIPANT PROFILE

The profile largely auto-populates from the AAPM directory.

Members can provide a statement of interest outlining specific skills, interests, and objectives

Also supports upload of supporting documents (i.e. a CV)

MATCH SYSTEM



AAPM Mentorship Program- Mentee Center

[Home](#) [FAQ](#) [My Applications](#)

Mentee Center --> My Applications

Application Name	Start Date	Match Status		
Application #1	10/07/2020	Pending	View My Application Details	Mentor Info



AAPM Mentorship Program- Mentor Center

[Home](#) [FAQ](#) [My Applications](#) [My Tasks](#)

Mentor Center -->My Applications

Application Name	Application Date	Application Status	My Application	Match List
Application #1	10/07/2020	Active	View Details	View My Match List

AAPM Mentorship Program- Mentor Center

[Home](#) [FAQ](#) [My Applications](#) [My Tasks](#)

Mentor Center --> My Applications --> Mentee List

Mentee Name	Email	Status	Mentee	Evaluation
Norman Lee Brown	nlbrownjr@hotmail.com	Pending	View Mentee Details	Evaluation Report
Jeremy Hoisak	jhoisak@ucsd.edu	Matched	View Mentee Details	Evaluation Report
Full Test	zailu@yahoo.com	Decline	View Mentee Details	Evaluation Report

[Back to My Application List](#)

ADMIN DASHBOARD



Improving Health Through Medical Physics

AAPM Mentorship Program- Admin Center

Dashboard

Mentor List

Mentee List

Questions/Feedback

- [Mentor List](#)
- [Mentor Survey Report](#)
- [Mentor Mass Email](#)



PROGRAM EVALUATION AND SELF-ASSESSMENTS



Improving Health Through Medical Physics

AAPM Mentorship Program- Mentee Center

[Home](#) [FAQ](#) [My Applications](#) [My Tasks](#)

My Tasks

- [Mentee Competency Initial Assessment Survey >>](#)
- [Program Overall Evaluation >>](#)

Application	Application Date	
Application #1	10/07/2020	Evaluate the mentor

5. Thinking to any prior experience you may have had with mentorship, as either a mentor or mentee, please indicate your familiarity with: (select all that apply)

- ☐ Informal mentorship -as a mentee
- ☐ Informal mentorship -as a mentor
- ☐ Formal/structured mentorship program -as a mentee
- ☐ Formal/structured mentorship program -as a mentor
- ☐ Peer mentorship (mentoring between individuals at the same career stage)
- ☐ Training-oriented mentorship (e.g. serving as a mentor to residents or new hires)
- ☐ Short term supervisory mentorship (e.g. high school or summer student)
- ☐ Long term supervisory mentorship (e.g. thesis advisor)

6. Please rate your level of formal skills development in being a mentor:

(1=Low 5=Very High)					
1	2	3	4	5	N/A
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

7. Please rate your overall ability to serve as a mentor in the following areas:

	(1=None to Little, 2 = Some, 3 = Average, 4 = High, 5=Very High, N/A = Not applicable/Do not wish to answer)					
	1	2	3	4	5	N/A
Clinical Competence	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Academic/Teaching Performance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Research Productivity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Professional Performance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

8. Please identify any potential barriers you perceive to serving as a mentor in the AAPM Mentorship Program:

(select all that apply)

- ☐ Lack of time / competing priorities
- ☐ Lack of administrative support / resources
- ☐ Lack of managerial support /institutional barriers
- ☐ Conflicts of interest / privacy concerns
- ☐ Workplace culture / environment
- ☐ Difficulty in navigating the AAPM Mentorship program / website / materials
- ☐ Insufficient education/certification/lack of specific skills
- ☐ Lack of consensus or professional guidelines
- ☐ Language or cultural barriers
- ☐ Other communication barriers; too much/too little communication
- ☐ Difficulty in scheduling meetings with mentee
- ☐ Difficulty in motivating mentees / enthusiasm gap
- ☐ Difficult in finding the right mentee
- ☐ Difficulty in identifying what I have to offer a mentee

TRAINING RESOURCES

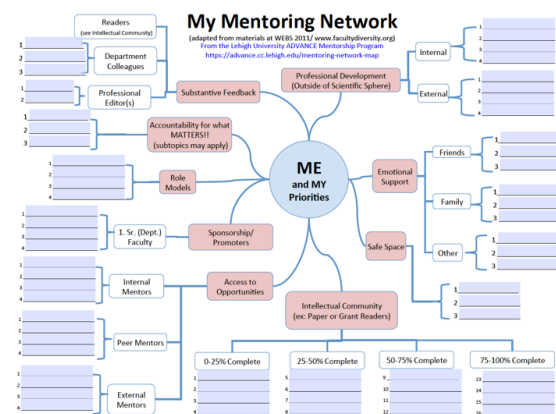


AAPM Mentorship Program

Mentorship Toolkit

Version 1.3

2021



A fillable PDF version of the map is also available on the AAPM Mentorship portal.

Self-Reflection:

1. Did you struggle in filling out your mentorship map? Were there areas that were harder to fill than others?
2. Reflecting on your mentorship map, or on your own experience,
 - a. Do you find that you have many people in your mentorship network, or just a few?
 - b. What do you think are the up and down sides of that?
 - c. Is there anything you should change about your mentorship map?
 - d. How would you go about doing that?
3. How do you think your mentorship map will change as you move through your career? For you, do you think it will change rapidly or slowly?

First Mentorship Meeting: A Checklist

A critical component of a successful mentoring relationship is clarity of commitment and alignment of expectations. The following is a checklist to help the mentee and mentor get the most out of their first meeting. This is a recommendation only, participants in the AAPM Mentorship Program are not required to use the checklist.

Mentors and mentees should aim to discuss and agree on:

- 1) scheduling and logistics of meetings, 2) frequency and mode(s) of communicating between meetings, 3) responsibility for rescheduling any missed meetings, 4) confidentiality, 5) "Off-limits" conversations, 6) giving and receiving feedback, 7) mentee goals to work towards in a personal development plan.

Complete the AAPM Mentorship Program Documentation

- ☐ Complete program participation agreement (available on AAPM Mentorship portal)
- ☐ Complete Initial Mentoring Competency Assessment (available on AAPM Mentorship portal).

Get to Know Each Other

- ☐ Share information about your professional and personal life
- ☐ Learn something new about your mentee/mentor

Establish Expectations

- ☐ When and where will we meet?
- ☐ How will we schedule meetings?
- ☐ How will we communicate between meetings?
- ☐ Will there be any fixed agenda items to be discussed at every meeting?
- ☐ How will we provide feedback?
- ☐ How will we measure success?
- ☐ How will we close the mentoring relationship?
- ☐ Draft a mentoring partnership agreement covering the above expectations (a template is available in the toolkit).

Develop a Personal Development Plan

- ☐ Review goals for the mentoring relationship.
- ☐ Outline a personal development plan, to be finalized by next meeting (a template is available in the toolkit)

Confirm Next Steps

- ☐ Schedule date, time and place of future meetings and any action items.

Sample Personal Development Plan

Mentee's Personal and/or Professional Goal(s)

- 1.
- 2.
- 3.

Specific Objectives

Goal	Action Plan/ Specific Objectives	Resources Needed	Potential Barriers	Date Completed
1.				
2.				
3.				

Notes:

We have met and discussed this Personal Development Plan.

Mentee: _____ Date: _____

Mentor: _____ Date: _____

PROGRAM SOFT LAUNCH



AAPM HQ
@aapmHQ

📢 The AAPM Mentorship Program is currently recruiting volunteers from all disciplines, work environments, and educational levels to serve as mentors to other members in all areas of [#medphys](#) practice. 📄 Details and sign up here: aapm.org/memb/mentorshi...



AAPM HQ
@aapmHQ

Call for Mentors to participate in the launch of the AAPM Mentorship Program!: The AAPM Mentorship Program is actively recruiting volunteers from all disciplines, work environments and education levels to serve as mentors to other AAPM members....

aapm.me/37Ta8an

9:06 AM · Mar 27, 2022 · dlvr.it



Cassandra Stambaugh @MedphysCK · Mar 23

Great opportunity to be a mentor! Sign up to share your experience with others.



AAPM HQ @aapmHQ · Mar 22

📢 The AAPM Mentorship Program is currently recruiting volunteers from all disciplines, work environments, and educational levels to serve as mentors to other members in all areas of [#medphys](#) practice. 📄 Details and sign up here: aapm.org/memb/mentorshi...



Dr. Angélica Pérez-Andújar @APA_medphys · Mar 23

Great opportunity! Mentorship is a life changing experience for the mentor and the mentee.



AAPM HQ @aapmHQ · Mar 22

📢 The AAPM Mentorship Program is currently recruiting volunteers from all disciplines, work environments, and educational levels to serve as mentors to other members in all areas of [#medphys](#) practice. 📄 Details and sign up here: aapm.org/memb/mentorshi...



Ashley Cetnar @isoCetnar · Mar 22

Are you a medical physicist? Consider being a mentor for someone else in the field. No matter what your path, you have something valuable to share.



AAPM HQ @aapmHQ · Mar 22

📢 The AAPM Mentorship Program is currently recruiting volunteers from all disciplines, work environments, and educational levels to serve as mentors to other members in all areas of [#medphys](#) practice. 📄 Details and sign up here: aapm.org/memb/mentorshi...



Dr. Rebecca M. Howell, PhD @DrRebeccaHowell1 · Mar 23

This is such a great [#medphys](#) opportunity



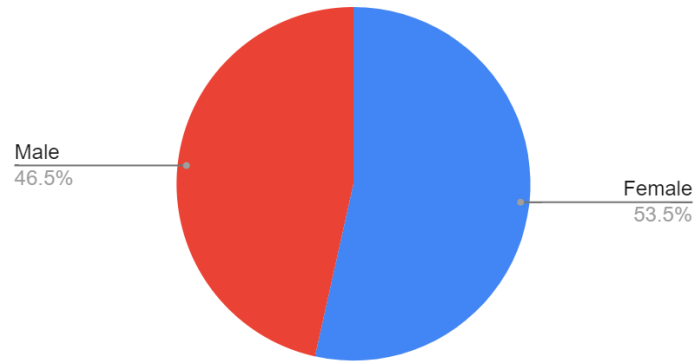
AAPM HQ @aapmHQ · Mar 22

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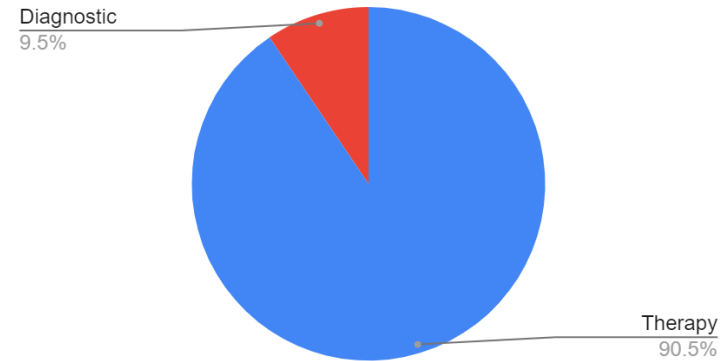
#medphysmentor

MENTOR RECRUITMENT TO DATE

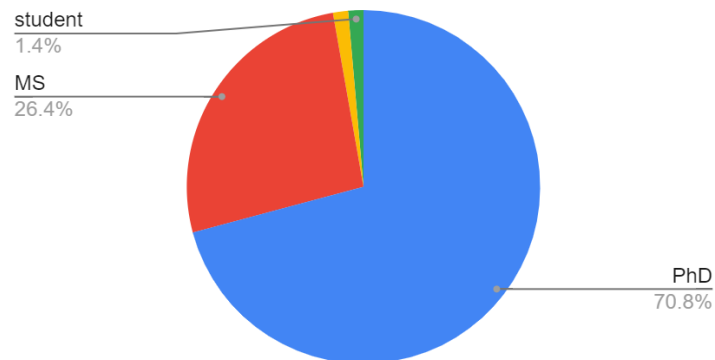
Mentor Gender



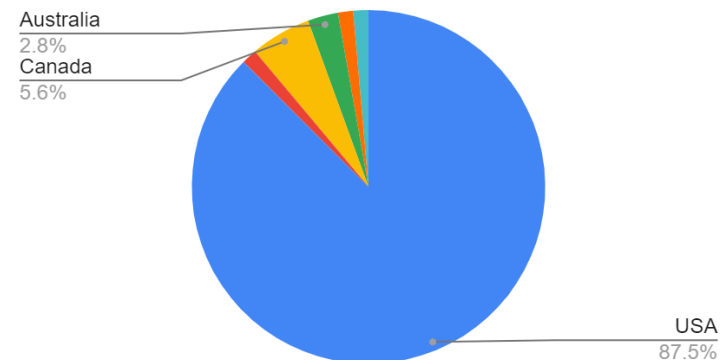
Mentor Specialization



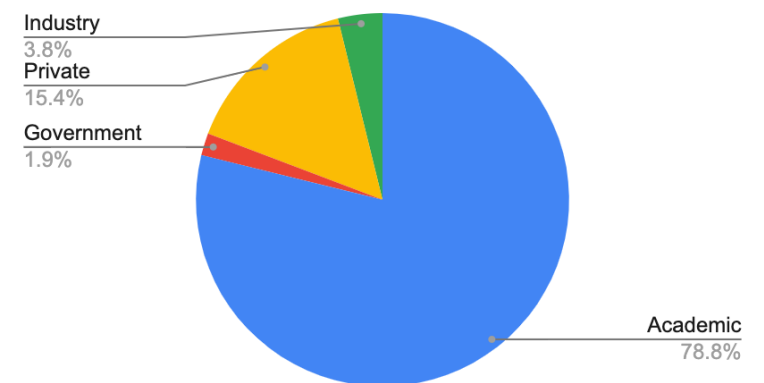
Mentor Highest Degree



Mentor Nationality



Primary Work Setting



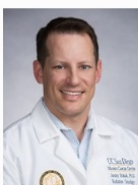
ACKNOWLEDGEMENTS

VOTING Appointments

There are 8 voting members.



Ashley Cetnar, PhD, MS
Ashley.Cetnar@osumc.edu
6/26/2017 - 12/31/2022 Member



Jeremy D. Hoisak, PhD
jhoisak@health.ucsd.edu
6/26/2017 - 12/31/2022 Member



Sunyoung Jang, PhD
jang4ro@aol.com
1/1/2020 - 12/31/2022 Member



Amirh M. Johnson, MS
amirh.johnson@kp.org
1/1/2017 - 12/31/2022 Member



Loretta M. Johnson, PhD
lorettajohnson@uabmc.edu
1/1/2020 - 12/31/2022 Member



Yi Rong, PhD
rongyi@gmail.com
1/1/2020 - 12/31/2022 Member



Robert F. Turco, PhD
turco@medphys-stl.com
8/12/2013 - 12/31/2022 Workgroup Chair



Luis A. Vazquez, PhD
vazquezquino@gmail.com
1/1/2020 - 12/31/2022 Member



- Professional Mentorship Working Group
- Robin Miller (Professional Services Chair), Brent Parker (PC Chair) and all members of the PROFS who did extensive website testing
- AAPM Staff
 - HQ Liaison: Nicholai Wingreen
 - Web developer: Zailu Gao

NON-VOTING Appointments

There are 2 non-voting members and guests.



Christine A. Gnaster, MS
cgnaster@yahoo.com
1/1/2022 - 12/31/2024 Guest - Professional Services Committee Vice Chair (ex officio, nonvoting)



Robin A. Miller, MS
robin.miller95@gmail.com
1/1/2022 - 12/31/2024 Guest - Professional Services Committee Chair (ex officio, nonvoting)



FOR MORE INFORMATION

- Tuesday, July 12, from 7:30am to 9:30am “Mentorship: Elevating Clinical and Research Careers”
- To sign-up, visit the AAPM Mentorship Program portal at:

<https://www.aapm.org/memb/mentorship>