

Training Credits



Mentoring sessions through **MOMENTS** can count toward the Leadership Development Rule requirements.*

All professional development completed by staff can be logged and tracked within the Team Member Training Portal (TMTP), which is located within the [ESS Portal](#).

Follow these steps once you've logged into your ESS Portal:

- Click on “My Information” on the top toolbar.
- Select “My Development” from the dropdown menu.
- Click “View Training Log” to view the trainings you have completed.
- Click “Add Training” to log in-person trainings.
 - Within the “Title” box, type “Mentorship Meeting.”
 - Enter the appropriate length of the meeting.
 - Enter the completion date that the meeting took place.
- Click “Submit.”

Watch a [video tutorial](#) on how to log your development hours in TMTP.

More information on professional development can be found at the [Missouri Talent Development website](#).

Please check with your department's **MOMENTS administrators to confirm whether or not mentoring hours can be counted toward the Leadership Development Rule.*



[MOMENTS.mo.gov](https://moments.mo.gov)



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