## **Applying Outside Quarterly Window**

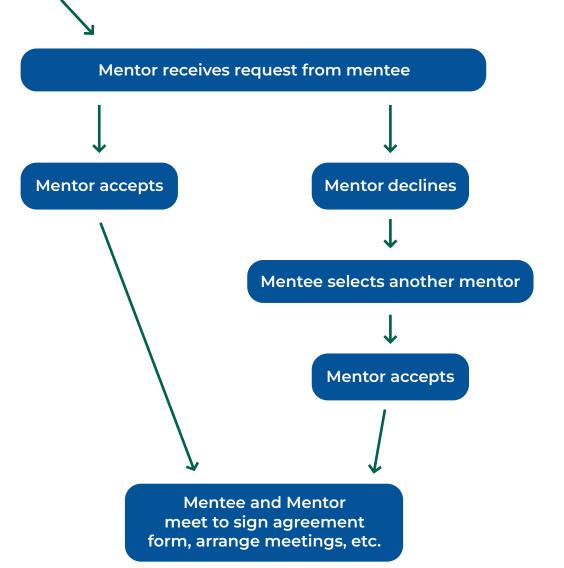
Team member applies for **MO**MENTS program as a mentee or a mentor

Supervisor denies application

and meets with team

member to discuss

Supervisor approves application and mentees manually searches for a mentor



Remember to have regular communication with your mentor/mentee and to meet for at least one hour per month.