



New WIC Coordinator Mentor Program

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Kansas New WIC Coordinator Mentor Program

Agenda:

- History and Purpose
- How it will work
- What a Mentor Is/Isn't
- Mentor Expectations
- How to be a Good Mentor
- Critical Times to Connect
- Mentor Resources

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Kansas History & Purpose

Kansas History

- 20+ New WIC Coordinators 2018-2020
- Projected to pick up at an even faster pace over the next 5-10 years due to upcoming retirements
- Hard to replace long-time WIC Coordinators

Of WIC Coordinators in 2019, at least 15% have worked for WIC for 25 years+

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Kansas History & Purpose

Why a Mentor?

- Supervisors of WIC Coordinators rarely have much expertise in WIC
- Mentors can help relate to challenges

Big Goal:
For new WIC Coordinators to be both **successful** and **satisfied** in their new positions!

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New WIC Coordinator Mentor Program Planning Committee

Name	Agency
Heather Peterson, RD, LD	Reno County
Kay Powell, RD, LD, CBE	Shawnee County
Kelli Waggoner, BSN, RN	Cowley County
Lisa Medrow, RDN, LD	State Agency
Patrice Thomsen, MS, RD, LD	State Agency
Tiffani Krause, RN	Seward County
Tracy Sabo, MS, RD, LD	Geary County-Konza

WIC Coordinator Training Plan #5089

- Quick Start Guide
- WIC Roles and Staffing
- Budgets 101
- Affidavits 101
- Which Reports Should I Run?
- Tough Issues
- Inventory: Equipment, Cards and Pumps
- Maintaining and Building Caseload
- Management Evaluations
- Vendor Management for WIC Coordinators
- BFPC Program

New WIC Coordinator + Mentor

- We will have a pool of Mentors that we will rotate through.
- Will attempt to match new WIC Coordinator with a Mentor **close by, of similar size, of similar-operations (does the WIC Coordinator do just WIC or more than WIC), and will consider if parent/sub, etc.**
- If we think you might be a good match for the new WIC Coordinator, we will email you, asking you if you would like to Mentor this new Coordinator.

Kansas How it will work 

- If you say no, not right now, we will ask the next closest match.
- If you say yes, we will email you and the new Coordinator to connect you and you will take it from there.

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Kansas What a Mentor Is/Isn't 

Is.....	Isn't....
Encouraging and supportive	Discouraging
Someone who can help plan in advance	"Late to the party"
There to bounce ideas off of	In authority to say "yes" or "no"
Someone who works closely with the SA and knows when to ask questions	A know-it-all who doesn't think it's important to ask the SA questions
Familiar with policies and where to locate valuable information	Guessing at the right answers
Able to share past experiences	The boss or trainer or State Agency staff

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Kansas Mentor Expectations 

Expectations of a Mentor:

- Complete the WIC Coordinator Training Plan on KS-TRAN #5089.
- Commit to serving as a Mentor for one year.
- Contact your Mentee regularly!
- Advise your Mentee to contact their SA Lead.
- Count your Mentor time as WIC Admin time.

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Kansas How to be a good Mentor 

How to be a good Mentor:

- Want to help others!
- Be available
- Stay on top of WIC knowledge/skills
- Be willing to share personal experiences, including failures
- Keep learning
- Develop others

Abbajay, Mary. "Mentoring Matters: Three Essential Elements of Success." *Forbes*, 20 Jan. 2019. <https://www.forbes.com/sites/maryabbajay/2019/01/20/mentoring-matters-three-essential-element-of-success/#1d9f88845a9f>. Accessed 26 May 2021.

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How to be a good Mentor



Mentorship Best Practices:

- Discuss the structure
- Get to know each other

Abbajay, Mary. "Mentoring Matters: Three Essential Elements of Success." *Forbes*, 20 Jan. 2019. *Forbes*. <https://www.forbes.com/sites/mayabbajay/2019/01/20/mentoring-matters-three-essential-element-of-success/#109f88945e9f>. Accessed 26 May 2021.

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Critical times to connect



Critical times to connect:

- First 3 months, touch base at least monthly (more often if you're able)
- NSP-when initial I-Memo comes out and at key times before due
- Budget-when initial I-Memo comes out and at key times before due
- When their ME is (just before)
- When they plan to do Vendor monitoring (just before)
- Ask what are they planning for outreach
- Ask how budget monitoring is going (where are they for the year?)
- Just because!

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Mentor Resources



Mentor Resources:

- Abbajay, Mary. "Mentoring Matters: Three Essential Elements of Success." *Forbes*, 20 Jan. 2019. *Forbes*. <https://www.forbes.com/sites/mayabbajay/2019/01/20/mentoring-matters-three-essential-element-of-success/#109f88945e9f>. Accessed 26 May 2021.
- Loretto, Penny. "Qualities of a Good Mentor." *The Balance Careers*, 20 Nov. 2019. *The Balance Careers*. <https://www.thebalancecareers.com/qualities-of-a-good-mentor-1986663>. Accessed 26 May 2021.
- Kenneth Ortiz. "How to be a Great Mentor." *YouTube*, 28 Jun. 2019. *YouTube*. https://www.youtube.com/watch?v=63q9kEn_nsg. Accessed 26 May 2021.

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Will You Be a Mentor?



Thank you!

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