

Peer Mentor Pilot Program South Region

Program Guidelines

Selection

- For the initial year, Peer Mentors will be recruited and selected by the Regional Leadership Team for the mentor term.
- Appointment will be for one year and existing Peer Mentors will be eligible to re-apply as a mentor annually.
- Following the initial year, agents interested in serving as a mentor will be asked to submit a short, online application to be considered. Regional Leadership Team will review applications, interview, and select mentors annually.
- A \$1,500 stipend will be provided annually to each peer mentor in a single payment at some point during the mentor period with successful completion.

Timeline

- Aug- Sept – application process opens for Peer Mentors
- Oct – Nov – Peer Mentors are selected by Regional Leadership Team
- Dec – Jan – Peer Mentors are oriented by Regional Leadership Team
- January – Agents begin mentoring period.
 - Note: 18 month initial period. Thereafter, Peer Mentors will be appointed annually for each calendar year.
- December – Peer Mentor period ends and stipend is paid.

Process

- Peer Mentor shall meet as a group to appoint a chair and plan out the year as it relates to mentoring activities for all new agents in the region.
- As agents are hired throughout the year, the DEA or CED will notify mentors of new agents hired during their first month of employment.
- Peer Mentors implement mentoring activities

Expectations

- Contact new agents during 1st month of home county, preferably in 1st week.
- Make weekly contact in the 1st month
- Make bi-weekly contact for 2nd & 3rd month
- Make monthly contact thereafter
- Develop 3 training sessions based on 4 Ps for Agent Success
- Complete evaluation and submit to RLT & OD unit.

RESOURCES

Mentoring Guidelines

Regional Onboarding Guide

Peer Mentor Guidelines

4 P's Guidelines

New Agent Onboarding Handbook

RPL Areas of Specialization