

**Thank You for Choosing to be a Mentor for the**  
**ARTICLING AGROLOGIST PROGRAM**

of the Nova Scotia Institute of Agrologists



Mentor: “a wise and loyal advisor”

-(Webster’s Dictionary)

**[www.nsagrologists.ca](http://www.nsagrologists.ca)**

**NOVA SCOTIA INSTITUTE OF AGROLOGISTS**  
**ARTICLING AGROLOGIST PROGRAM**

**FORWARD**

The Nova Scotia Institute of Agrologists Articling Agrologist Program (A.Ag. Program) is a priority of the institute in assuring that Articling Agrologists have timely guidance, support and encouragement leading to their achievement of Professional Agrologist status.

This program is a guide and reference for the Mentors. This booklet outlines the Articling Agrologist Programs well as outlines the participant's role and responsibilities.

**PROGRAM INTRODUCTION**

The Nova Scotia Institute of Agrologist Articling Agrologist Program (A.Ag. Program) was developed in 2000 to replace the "Agrologist - In Training Program". The A.Ag. Program provides the necessary support and guidance to a new member of NSIA. The strength of the program lies in the combination of training opportunities, networking and the mentoring component.

The verb article is defined: "to bind by written agreement", Winston Ready Reference. Gage Senior Dictionary defines article as, "to bind by contract". In entering the A.Ag. Program, the Articling Agrologist is committing to an Articling Contract to complete the Articling Agrologist Program.

## MENTOR'S ROLE

A NSIA Mentor is expected to encourage, council and guide and Articling Agrologist (A.Ag.) during his/her development through the Articling Agrologist program. A person who has been appointed or is considering being a “mentor” to an A. Ag. in the NSIA, should contemplate the objectives of the program.

The thesaurus lists the following synonyms for the noun mentor: advisor, advocate, coach, consultant, counselor, exponent, guide, instructor, master, proponent, sponsor, supporter, teacher, tutor. The meaning which best applies to each Mentor - Articling Agrologist combination must emerge over time. Trust between the A.Ag. and the Mentor is critical to the success of the relationship. The Mentor who sees the mentoring experience as an opportunity for development of both the A.Ag. and himself/herself, will generate as openness to discuss ideas, problems, deficiencies, and achievements.

## MENTOR GUIDANCE AND COUNSELING

- The following will help the Mentor to guide and council the A.Ag.:
- Have full understanding of Mentor in the Articling Agrologist (A.Ag.) Program.
- Be familiar with the Agrologist Act and the NSIA By-Laws.
- Contact the A.Ag. and arrange an initial meeting within 30 days of the appointment; thereafter, meeting with the A.Ag. as required (quarter annually recommended as a minimum)
- Establish, with the A.Ag., a plan for fulfilling the requirements of the A.Ag. program, taking into account the unique training, experiences and opportunities of the A.Ag.
- Document and submit to the A.Ag. Program Chair, progress of the A.Ag. through the articling period.
- Invite the A.Ag. to institute meetings and introduce colleagues at Institute Functions.
- Discuss the Act, By-Laws, Code of Ethics, professional conduct with the A.Ag. (available at <http://nsagrologists.ca>).
- Attend mentor orientation meetings if one is held.
- Recommend granting of P.Ag. status to NSIA Council upon completion of the candidate's A.Ag. program.

## MENTORSHIP CONSIDERATION

The Mentor should ask him/her self:

- Am I prepared to devote sufficient time to being a Mentor and guide the A.AG. during the next 24 months?
- Am I prepared to study and analyze the qualification and personal values of the A.AG. an to utilize my wisdom and experience in support of excellence and progress?

While time is required to be an effective Mentor, this should not be an inordinate expense of time. Most Mentors find the mentoring experience to be both personally rewarding and worthwhile.



## MENTOR ASSIGNMENTS

There may be situations in which an immediate “on the job” supervisor is available as a mentor to one or more applicants. While no one has a better first hand knowledge of the A.Ag.’s work and prospects, or a better chance to observe the ethics, professionalism, and leadership of the A.Ag., there will be circumstances in which another person might be a better choice. Certain immediate supervisors can be suitable Mentors if the A.Ag. prefers to have such an arrangement and there can be no ethical quarrel between then A.Ag. job description and the development of professional ethics at work.

## GUIDING PRINCIPLES

The mentor must begin with a clear understanding of the program objectives. The Mentor is recognized not only as the pivotal player in assisting the A.AG. to arrive at these ends, but also as the prime facilitator to assist the A.AG. during the articling period.

The Mentor will:

- Set an example of professional excellence.
- Develop and encourage a comfortable relationship with the A.AG.
- Display a positive and helpful attitude.
- Encourage and guide the A.AG. towards a successful career.
- Be prepared to give suggestions to the A.AG. so as to avoid pitfalls in achieving personal goals.



## PROCEDURES FOR MENTORS

The Articling Agrologist Program Chair contacts a P.Ag. to be a mentor. If the P.Ag. agrees, he/she is given the name and phone number of the new A.Ag.

- The Mentor contacts the A.Ag. within 30 days to either set up a meeting or a telephone call to discuss with is expected of the A.AG. during the articling process. Both agree on a process to ensure that they maintain a schedule of contact (minimum quarter annually) and submission of progress reports as agreed.
- The Mentor files the A.Ag.’s submissions and the Mentor’s quarterly reports, with the Chair of the Articling Agrologist Program.
- When the A.Ag. has satisfied the Mentor with demonstration of a knowledge of professional behavior and practice, the Mentor shall submit the final report and activity summary to the NSIA Council for granting of P.Ag. status.
- The Mentor should attend the induction ceremony where he/she will present the A.Ag. for installation as a professional Agrologist.
- When the A.Ag. is accepted as a P.Ag., the Mentor’s responsibility ends.

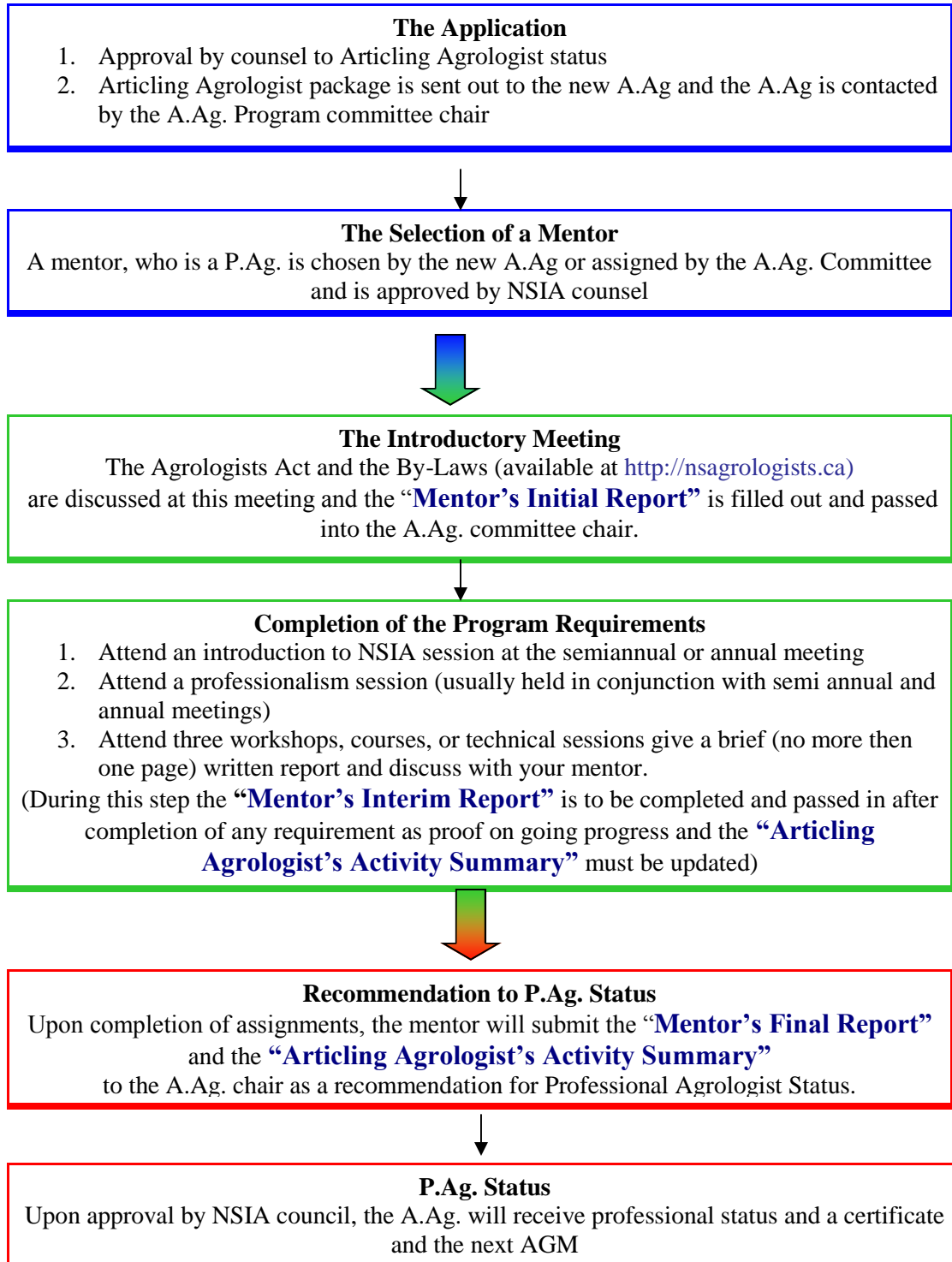
## THE ARTICLING AGROLOGISTS PROCESS

The three phrases of the process to achieve professional agrologist (P.Ag.) status are:

**PHASE 1:** Application for membership in NSIA and Mentor assignment

**PHASE 2:** Completion of A.Ag. Program requirements

**PHASE 3:** Granting of P.Ag. Status





**NOVA SCOTIA INSTITUTE OF AGROLOGISTS**

**ARTICLING AGROLOGIST PROGRAM**

**Mentor's Interim Report # \_\_\_\_\_**

Articling Agrologist: \_\_\_\_\_

Mentor: \_\_\_\_\_

Period Covered: \_\_\_\_\_

Requirements met during this period:

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Comment on Articling Agrologist's progress:

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Date: \_\_\_\_\_

Mentor's Signature: \_\_\_\_\_



**NOVA SCOTIA INSTITUTE OF AGROLOGISTS**

**ARTICLING AGROLOGIST PROGRAM**

**Articling Agrologist's Activity Summary**

Articling Agrologist: \_\_\_\_\_

Mentor: \_\_\_\_\_

Commencement Date: \_\_\_\_\_

Completed Activity	Date Completed
“Introduction to NSIA & Ethics”	_____
“Professionalism Seminar”	_____
Credit #1	_____
Credit #2	_____
Credit #3	_____
NSIA annual/semi-annual meeting	_____

Note: One credit maybe a “personal development” activity; two must be technical upgrading credits.

Comments:  
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Date: \_\_\_\_\_

Mentor's Signature: \_\_\_\_\_

