BC Co-op Developers Community of Practice
The Mentoring Program Pilot
September, 2020

The Participants
- The Mentoring Program Pilot will pair participants - a new developer who is a graduate of the *Cooperate Now* bootcamp and/or CoopZone Developers Program- with experienced co-op developers (Zoë, Joy, Melanie, Stephen, Marty, others) who have been assigned contracts referred by BCCA or Vancity. Additionally, individuals with experience in the co-op sector but who have not attended the bootcamp may be considered for participation.

Mentorship Agreement
- Note: Further discussion is needed about the pairing of the co-op developer and the participant, the establishment of agreements, the assessment process and other elements; in addition to our own experience, there is a lot of information online about mentoring and how to refine and customize the process.
- When mentoring is an element of the co-op development contract, the co-op developer and participant will meet with the referring agency to clarify arrangements to establish the extent of the work which will be reflected in the agreement between the co-op developer and the participant.
- Groups have varying needs in the development process, ranging from an exploration of the feasibility of the co-op model for their initiative at greater depth than is possible through *Cooperate Now* to a focus on establishing the group, developing the board, decision-making, incorporating and beyond to business planning and launch. The ideal mentorship contract will cover the full range of activities, but there are often groups that focus on fewer elements.

Mentorship Program Process and Activities
In the first year of the pilot program, the participant will work with the assigned co-op developer on three-five contracts depending on the range of elements covered.
- While the timeline to acquire the skills and the confidence to provide co-op development services independently is not predictable, the work plan will aim for her/him/them to take increasingly more responsibility over the period of the Mentoring Pilot.
- The co-op developer will be the lead consultant and will establish the process and activities with the participant in the initial work plan, specifically meetings:
  - to discuss objectives prior to group sessions
  - to de-brief after group sessions and highlight strengths and challenges of the new co-op group
  - to review and revise documents, e.g. incorporation, policies
  - to discuss when and how the participant will take on specific elements of the development process

- o to discuss when and how 'external' consultants may be involved
  - o to establish the transition timeline
- The co-op developer and participant will participate in Community of Practice meetings with other mentorship pairs which will increase their exposure to more situations, challenges and strategies.
- The co-op developer will remain available for a specific time to the participant following specific contract work to support his/her transition to providing services independently.
- In addition to mentoring participants, experienced co-op developers will also have an opportunity to share materials and ultimately to create a common body of resources that would be available to program participants.

Budget
- The cost of mentoring will be integrated into the co-op development contract based on a mentoring work plan and calculated at an hourly rate of $XX.00 for the co-op developer's time for meetings with the participant plus time with the co-op group.
- For short contracts, a $500 (minimum) contract may be adequate with an opportunity to renegotiate.
- Longer contracts will involve more time which should be assessed realistically.