Mentorship Program Plan

November 3, 2017

Mission Statement

Provide curious mentees at any stage of their information security career lifecycle with access to mentors who share their knowledge and experience in ensuring the confidentiality, integrity, and availability of information resources throughout a variety of industries.

Revision History

Version	Date	Revisor	Comments
1.0	11/3/17	M. Absher	Compiled from previous plans to align with the revised mentorship plan for ISSA-COS.

Introduction

Information Systems Security Association (ISSA) International is a nonprofit organization for the information security profession committed to promoting effective cyber security on a global basis. The purpose of the ISSA Colorado Springs (ISSA-COS) chapter is to promote the advancement of member education, improve and develop their capabilities for securing information systems processing compliant with the requirements found under Section 501(c) (6) of the 1954 Internal Revenue Code. The ISSA-COS Mentorship Program supports the chapter's specific objectives of:

- Promoting the education of, and to help expand the knowledge and skills of its members in the interrelated fields of information systems security and information processing;
- Encouraging a free exchange of information security techniques, approaches, and problem solving skills by its members;
- Promote information security education and general public awareness of information security issues and…
- Providing members an opportunity to network with other professionals in their chosen field.

Program Description

The ISSA-COS Mentorship Program is designed to be mentee driven. Mentees determine the number of mentors they meet with depending on their questions, needs, and availability. The goal is to provide mentees with quality mentoring opportunities in a professional and problem solving environment. Core values are professionalism, integrity, curiosity, and collaboration.

Enrollment for mentors and mentees is available anytime throughout the year. The process is to complete and submit the Mentorship Enrollment Form with a resume to a Mentorship Committee Chairperson, and be an ISSA Member. The ISSA-COS VP of Membership will verify participant's ISSA membership status.

There will be group meetings twice a year (April and October) for all mentors and mentees to meet, greet, and discuss information security. Individual meetings between mentees and mentors will be scheduled throughout the year determined by the mentee and mentor. Mentees and mentors are expected to prepare for individual meetings by writing down questions and discussion topics prior to the meeting. e-Mentoring is also an option for those who need remote options. Mentors will meet as a group twice a year (January and June) to collaborate and share resources. Small group meetings to discuss specific topics and field trips to companies and organizations will be scheduled ad hoc.

This program will grow through word of mouth, meeting people at chapter meetings and conferences, newsletter submissions, and engaging with local colleges and universities.

Roles and Responsibilities
There are three primary roles for the mentorship program: mentors, mentees, and committee chairs.

- Mentors have experience and knowledge of the security field, a passion to share and make the time to give back in order to strengthen and grow the field of cyber security. Commitment expected is from the time of enrollment to the next October averaging 2 hours per month. Listen, encourage, be positive, ask questions, let mentee drive relationship, be open, and share personal stories.
- Mentees are interested in learning more about information security and benefit from mentors experience, expertise, and lessons learned. Ask questions, meet with as many mentors as needed, come to meetings with a specific challenge to solve, seek out multiple diverse relationships to address specific career needs, and take charge of your own development.
- Committee chairs
    - Enroll and pair mentees and mentors;
    - Schedule group meetings, host mentor conference calls;
    - Track pairings, participants, and feedback;
    - Generate quarterly updates and annual report to the board;
    - Update website every 6 months (after mentor meetings);
    - Determine differential awards to mentors based on participation;
    - Review charter, program plan, and supporting documentation annually using an evaluation tool if possible, and...
    - Implement changes to improve the program.

Mentors, mentees, and committee chairs will experience benefits such as connection with security professionals, sharing of knowledge, mutual growth, access to resources, skill development, organizational commitment, clear professional identity, leadership development, and career opportunities.

Potential Questions for Mentors and Mentees
What security related resources do you use now (blogs/websites/podcasts/etc)?
What parts do you like about security?
Tell me a recent major vulnerability and how to mitigate it?

What are your strengths?
What are your weaknesses?
What is your most memorable lesson learned?

Shadowing opportunities? (e.g., once or twice during one week for 4-5 hours)
Volunteer opportunities?