

FINDING A MENTOR



How do I find a mentor?

Some tips to finding a mentor include:

- Think of someone you may know in your workplace who has a PhD or undertaken a research higher degree (e.g., Masters) or experience in interpreting research evidence.
- If you work at a Hospital or Health service, ask your local Research Office, Ethics office, or Library for names of research active staff in your clinical area. Do a search on your hospital internet page or call switch to contact these departments.
- If you work privately, reach out to local university department or academics in your area that you may know of or you have met through other networks.
- As the journal club can be run via videoconference, it is not essential that your mentor is in the same geographical area.
- If they have the same profession or speciality that is ideal, although not essential.






Contacting a potential mentor:

1. Email your potential mentor **using the template** on page 3 which you can personalise to your liking.
2. **Attach** the “TREAT journal club information info for academic mentors” [linked here](#) to your email.
3. If you don't hear from them after 1-2 weeks **follow up with another email**, seeking whether they are interested in being involved or whether they could they suggest anyone else.
4. If you don't get any response from your follow up email, try another potential contact.



While it is helpful to have a mentor available, you can proceed forward with TREAT format without a mentor and can use the treatjournalclubs.com contact page for ad-hoc email support with your journal club as required.

Tips for mentoring relationship:

<p>Expectations</p> 	<ul style="list-style-type: none">• Set clear expectations from the start the level of support your mentor is willing to offer with you and the journal clubs• Share your current level of experience and identify areas you particularly lack confidence in (e.g., interpreting statistics, decisions about bias)
<p>Communication</p> 	<ul style="list-style-type: none">• Ask what their preferred communication mode is (e.g., email, phone, videoconference) and frequency of contact• Clarify how much notice your mentor needs to respond to enquiries (e.g., about a particular article you are appraising) and where possible give expectations of when you are hoping for a response by.
<p>Include in email list</p> 	<ul style="list-style-type: none">• If the mentor wants to participate in the journal club send them a calendar invite over email in advance• Add them to the email list when circulating the article and appraisal tool to keep them in the loop

Email Template to Potential Mentor:

Subject: Do you want to help our [insert journal club name] Journal Club?

Dear [insert name of potential mentor here]

My name is [insert name], I am a [insert profession] working in the [department name] department at [insert workplace here]. Our team is interested in starting a new journal club using the TREAT format, an evidence informed format (see www.treatjournalclubs.com) and I was wondering if you would like to be involved.

As lead facilitator of this journal club, I will receive free training and resources however the format recommends linking in with someone more experienced in research to support the critical appraisal process, particularly in the beginning to build confidence.

The attached 1 pager has more information about the journal club format which will run 1 hour/month in person or videoconference. The attachment also summarizes several benefits there are to you as a busy academic researcher in getting involved. More information is also available on the website (www.treatjournalclubs.com)

Is this something you would be willing to be involved in? If so, what level of support could you offer? (e.g., email contact, participation in club?). If not, is there anyone you could recommend that may be interested?

I look forward to hearing from you at your soonest convenience and can make a time to discuss over the phone if that's easier.

Kindest regards

[insert name]

[Insert contact details here]