NEXT GEN AGRICULTURE
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MENTEE & MENTOR HANDBOOK

Canadian Western Agribition Is proud to partner with the Ministry of Agriculture under the Canadian Agricultural partnership

Sustainable Canadian Agricultural Partnership
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CANADIAN WESTERN AGRIBITION
Saskatchewan
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EXPECTATIONS FOR MENTEES

The Next Gen Agriculture Mentorship Program is a comprehensive 18-month mentorship experience designed to develop future leaders within Saskatchewan's agriculture sector. It's one of the most extensive industry-wide mentorship opportunities for young agricultural professionals in the province. The program focuses on building skills and knowledge that support leadership roles in industry, governance, advocacy, and business relevant to agriculture.

Next Gen mentees are expected to actively engage in the mentorship program and take responsibility for their personal and professional development.

Relationship With Your Mentor

- Proactively initiate communication with your mentor at a minimum of once per month
- Develop and complete a mentorship plan with clearly defined goals and objectives (mentorship plan document will be provided by the Mentorship Coordinator)
- Seek guidance and feedback on the mentorship plan from both the assigned mentor and the Mentorship Coordinator.
- Provide timely progress updates and required reports in accordance with established program timeline (Mentee Report template will be provided by Mentorship Coordinator)
- Monitor, evaluate, and prioritize relevant events in consultation with the mentor and the Mentorship Coordinator

Mandatory Next Gen Training & Development Events

Throughout the 18 months there will be 6 mandatory Training and Development events that mentees must attend to be eligible to graduate from the program:

1. Next Gen Kick Off Event
2. Governance Training
3. Public Trust Training
4. Financial Literacy Training
5. Annual Agribition Event
6. Cohort Graduation and Alumni Dinner

***See Cohort 7 Schedule for dates**

EXPECTATIONS FOR MENTEES

Mentee Led Training & Development

Outside of the mandatory training and development events, it is expected that each mentee identify and participate in activities, events, and learning opportunities that support their objectives for the program.

Each mentee will receive a budget of $3,000 to be used to participate in additional development opportunities.
***See Mentee Budget for more details.**

The Mentorship Coordinator will send quarterly updates of upcoming industry related conferences, seminars, and workshops that support skill development and expand professional networks, that mentees can register for as part of their personal development.

Additionally, mentees can conduct their own research and utilize their mentor's network to partake in events and education programming to further their industry knowledge such as:

- Learning opportunities offered by industry organizations, universities, and colleges
- Virtual training sessions, conferences, and webinars
- Proactively create learning experiences beyond formal programming such as on-site visits, or job shadowing opportunities with your mentor or other industry leaders
- Engage with additional industry leaders who can support the mentee's growth, broaden networks, and strengthen skill sets
- Maintaining active connections with Next Gen Alumni members. This growing network of past mentees and mentors provides valuable opportunities for ongoing learning, collaboration, and support

Mentee Budget

To support the Mentee led training and development, each mentee will receive a budget of $3,000 to subsidize eligible costs related to attending both mandatory and approved mentee selected courses and training.

Eligible Costs are Limited To:

- Registration Fees
- Accommodations and Travel
- Mileage
- Meals

EXPECTATIONS FOR MENTEES

To receive reimbursement for eligible expenses, mentees must:

1. Receive approval for selected courses/training:
   A. Written communications seeking approval is to be sent 30 days prior of the proposed event to the Mentorship Coordinator. Include a description of the event, how the event will help you achieve your mentorship goals and an estimate of cost to attend.
2. Once approved, the Mentee will complete a provided Expense Claim Form and submit with the correlating receipts to the Mentorship Coordinator for review.
3. Upon approval of the claim, the Mentorship Coordinator will forward the completed form to the CWA Finance Manager and an e-transfer will be issued.

***Expense Claim forms are due to the Mentorship Coordinator on the last day of each month.**

The Mentorship Coordinator will send monthly updates to each mentee with their current spend and the budget dollar remaining. It is the Mentee's responsibility to manage their budget. Once the maximum allowance of $3,000 has been reached, any expenses occurred beyond the threshold will not qualify for reimbursement.

Mentee Reporting

Mentees will meet with their mentors at the beginning of the program to complete a Mentorship Plan where they will define a roadmap to execute their objectives of the program and set tangible goals to achieve.

Mentees will be required to complete and submit to the Mentorship Coordinator three Mentee Reports that identify objectives reached during each phase of the program on the following dates:

- **August 10, 2026**
- **February 8, 2027**
- **July 31, 2027**

EXPECTATIONS FOR NEXT GEN MENTORS

Relationship With Your Mentee

Next Gen Mentors play a critical role in supporting the growth and development of emerging leaders in agriculture. Mentors are expected to commit time, expertise, and guidance to foster a productive and meaningful mentorship experience. Expectations include the following:

- Commit to at least one meeting per month, either by telephone or in person with their mentee
- Connect the mentee with relevant industry contacts and networks to support the outcomes identified in the mentorship plan
- Support the mentee in developing their mentorship plan and provide thoughtful, constructive feedback
- Assist the mentee in achieving the objectives outlined in the mentorship plan by offering guidance, sharing experience, recommending conferences or learning opportunities and facilitating participation in networking events
- Be reasonably available and responsive to the mentee, within mutually agreed-upon boundaries

Training/Development and Events

Mandatory events for Mentors include:

- Cohort Kick-Off Event
- Cohort Graduation & Alumni Dinner
- Attend Annual Next Gen Mentorship Event at Canadian Western Agribition Show Week with the Mentee

Other Events Mentors are Highly Encouraged to Attend

- Board & Governance Training
- Public Trust
- Financial Literacy Sessions
- CWA show week events, and other scheduled program activities alongside the mentee
- Remain actively engaged in ongoing Next Gen Alumni events following program completion

Mentor Spending

Mentors will not have a spending budget; however, CWA will cover the accommodation costs for Mentors when they attend Next Gen hosted Events.

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FREQUENTLY
ASKED QUESTIONS

Does my mentor have to attend conferences and training with me?
No. Your mentor does not necessarily have to attend conferences or training events with you.

I am having trouble finding training opportunities, who can help?
If you are struggling finding training opportunities, we urge you to discuss this with your mentor and seek guidance and suggestions from them. We also urge you to reach out to the Mentorship Coordinator and other mentees in the program to receive additional suggestions. Lastly, it is important to think outside of the box when it comes to learning opportunities. Explore events outside of your normal circle, outside of the agriculture community, and even non-traditional opportunities such as arranging meetings and one-on-one visits with people who can help expand your skillset.

I am having difficulty contacting my mentor, what do I do?
If at any time you are having difficulty in the program connecting or have questions or concerns, please contact the Mentorship Coordinator immediately. It is the Coordinator's role and responsibility to address any issues you may have, so please reach out before you become frustrated with any challenges you may be experiencing.

What are the basic requirements for the Next Gen Agriculture Mentorship Program?
All successful applicants will be required to attend some compulsory programmed events which include, but are not limited to, a mentorship kick-off event, networking and training events at Canadian Western Agribition, public trust workshop, and board and governance training. Mentees are expected to actively initiate and schedule interaction with their mentors and seek out training opportunities that build their competencies in their desired areas.

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