



Homeland Security

SEEKING MENTORS FOR 2016-2017

Are you looking for an opportunity to give back to DHS/USCG employees? DHS OCHCO is recruiting mentors for the 2017 mentoring cohort. As a mentor, you will have the opportunity to make a difference in a fellow employee's career development by sharing your knowledge and experience with the mentee as part of the program. Mentors can gain personal satisfaction of giving back to DHS by sharing their experience and knowledge with others. Participating as a mentor also meets the 12-hour Annual "Give Back" requirement of the DHS Leader Development Program for supervisors, managers, and executives.

ELIGIBLE PARTICIPANTS: GS-12 - SES demonstrating excellence in their careers, possesses a positive outlook, and has good communication and follow-up skills.

APPLICATION PROCEDURES: (There have been some network log on errors reported, if you receive any errors logging on to the network please complete the [mentor application](#) and forward to mentoring@hq.dhs.gov.)

1. Visit <http://dhsmentoring.dhs.gov>
2. Click on the "Not a Member Yet?" link and enter the Group ID: DSHQ, and then click Submit.
3. Select your Role: Mentor or Mentee.
4. Complete your User Profile and click "Continue."
5. Complete your Application Form and click "I'm Done."
6. Your supervisor will automatically receive an email requesting his/her endorsement, a requirement for participation.

To log back in after creating an account:

1. Go to <http://dhsmentoring.dhs.gov>.
2. Enter your User ID and Password (you created).

ADDITIONAL PROGRAM INFORMATION: For more information or questions regarding the program, please email mentoring@hq.dhs.gov or call DHS Headquarter Program Manager, Cheryl Harley at (202) 357-8216.