

## EASL Mentorship Guidelines

The Mentorship Programme has been created as a means of enhancing scientific exchange and personal developmental relationships in which a more experienced and knowledgeable hepatologist will guide a young investigator through a crucial stage of their career path.

The Mentorship entails informal face-to-face communication during a sustained period of time, between the mentor (who is perceived to have greater relevant knowledge in the field of hepatology) and the mentee (who is perceived to have less experience). The programme is not simply about answering ad hoc questions or providing occasional help: it is about establishing an on-going relationship (continuous learning, dialogue, and challenge).

Mentoring is a process that involves communication and is relationship based, it is a process enabling the informal transmission of knowledge and a means of support for the mentee that is relevant to work, career, and professional development.

### Rules

- As of November 2013, EASL is offering 2 mentorship programmes per year
- The mentor/mentee relationship is to be based around a specific objective (e.g. launching a research project, acquiring new clinical skills or getting some data into publication...)
- EASL will pay for 1 visit up to two weeks (flight & university / 3\* accommodation) for the mentee to visit the mentor. EASL will also pay for the mentor and mentee to attend the International Liver Congress™ in April (flight, accommodation & registration) where they can meet and present their collaboration to EASL delegates. (Other meetings can be arranged as required but at the mentor's and mentee's own expense).
- Duration of each programme: 12 months - no renewal is possible. The Mentorship is to begin by January 1, 2014.
- 2 prominent EASL members have volunteered and been deemed as mentors by the EASL Governing Board for 2013/2014:
  - Prof Peter Ferenci  
*Chronic viral hepatitis, Inherited liver diseases,  
hepatic encephalopathy*
  - Prof Peter L M Jansen  
*Cholestatic and Metabolic Liver Disease*
- All registered EASL members under the age of 35 and/or still in training can apply
- Mentees will be entitled to collaborate with one of the above stated mentors depending on their specialty area and field of interest. Only 1 mentor per mentee and vice versa.



- Deadline for application to the Mentorship Programme: **November 30, 2013**

### Conditions for Mentees

- Mentees should be under the age of 35 at time of application and/or still in training
- Applicant must be a registered EASL member
- Applicant must not hold a permanent position
- Home institution must be European and located in a different European country from the mentor's institution
- No restriction on the applicant's nationality
- Both mentees and mentors will be notified by December 30
- The mentors and mentees will be requested to attend the ILC. Both parties will take part in the young investigators' Forum and will be requested to present the benefits of this new initiative and help to promote the Mentorship programme.

### Application

- All applications will be reviewed by the EASL scientific committee and then sent for approval to the mentors
- Mentorships to begin (at the latest) by the beginning of the following year
- The mentor-mentee relationship should last for 1 year. Extended programmes cannot be requested or accepted.
- All applications to be received in English

### Applications should include

- Complete CV
- Application detailing the interest in the mentorship programme and stating the objective which the mentee would like to achieve
- Recommendation letter from a former or current supervisor

## Process for Mentorship applications

Deadline to receive all applications (applications are received via <a href="mailto:mentorship@easloffice.eu">mentorship@easloffice.eu</a> )	November 30
EASL Office compiles all applications & contact applicants who have not submitted all documents correctly	1 week maximum upon deadline
Deadline to submit the application files of all applicants to the EASL Scientific Committee Reviewers	1 week maximum upon deadline
Deadline to return the short-listed mentees to the EASL Office	December 14
EASL Office post the results on the ICZ	Upon reception of the Scientific Committee Reviewers list
Deadline for the GB Members to comment/select the awardees based on the EASL Scientific Committee Reviewers comments	December 20
Deadline for the EASL Office to notify all applicants (successful & unsuccessful)	December 30