



# FasterCures LeadersLink Program Roles and Expectations

The following document outlines the FasterCures LeadersLink program expectations and responsibilities of mentees, mentors, and FasterCures.

## Relationship

- There is one mentor assigned to each LeadersLink program participant (referred to as the “mentee” for the purpose of this document) based on aligned areas of interest and expertise/priority areas. Mentees will discuss their career and capstone project goals and experiences for the purpose of obtaining constructive mentor feedback and shared learning. Mentors will help participants grow and develop as leaders through personal and professional advising.
- Mentees should identify some explicit goals for their mentorship as well as career goals with their mentor on which they can focus their discussions, though consultations do not need to be limited to those articulated goals and objectives.
- Mentors are providing their advice pro bono. Neither they nor FasterCures are liable in any way with respect to the outcomes or consequences that may result from any actions taken based upon the guidance offered in this program.

## Duration

- The program is 18 months, beginning upon candidate selection in April and concluding in December of the following year.

## Engagement

- Mentees and mentors are asked to connect on an individual basis through an engagement call or meeting at least once per quarter over the course of each calendar year, beginning no later than the end of Q2 of year one. More frequent meetings are possible if desirable and agreed to by mentor and mentee but are not expected or required.
- FasterCures will send participants an email at the start of each calendar quarter prompting them to schedule a meeting with their mentors. Mentees will be responsible for scheduling meetings, but mentors should also ensure meetings happen at least once per quarter. Mentees should alert FasterCures when these meetings have been scheduled so we can track their completion.
- For each meeting, mentors and mentees will connect on mentees' individual leadership and organizational challenges, as well as the status and progress of mentees' capstone projects goals (see below). FasterCures may also suggest additional optional topics for each quarterly call that pairs could discuss based on interest/priority areas and emerging/timely issues.
- We hope mentors will stay in touch with mentees between meetings as ideas arise for resources, connections, events they might want to attend, etc.
- Mentors and mentees will attend quarterly sharing sessions to connect with other program participants, mentors, experts, and LeadersLink alumni once per quarter for topic-specific and open forum virtual discussions on topics pertaining to participant capstone projects, organizational leadership, and organizational challenges.
- FasterCures will support mentees' travel costs to meet with their mentors in-person once per calendar year, if needed and if in-person meetings are not able to happen in conjunction with Global Conference, or the Future of Health Summit (see below).

## Confidentiality

- Confidentiality is a critical component of developing a trusting relationship. All parties agree to maintain confidentiality of the personal and business experiences shared with one another as part of the program.

## In-Person Convenings

- Attendance at the annual Milken Institute Global Conference in Los Angeles (held in May) and the Milken Institute's Future of Health Summit in Washington, DC (held in November) is highly encouraged, though not required if scheduling and/or costs are prohibitive. We hope all will prioritize these opportunities to connect with and learn from one another as well as the broader Milken Institute and FasterCures networks of leaders in health and finance.

- Mentors and mentees will be invited to participate in other, optional FasterCures and Milken Institute events based on interest and availability.

## Capstone Project

- Mentees have been asked to develop and complete a capstone project that is central to their individual leadership and organizational needs as well as relevant to others in the biomedical research system.
- Mentees should set objectives that can be accomplished within 12-20 months (by December of Year 1).
- Mentees will present on their capstones several times during the program including an introductory, interim, and final presentation. The timeline is tentatively as follows:
  - Develop capstone project plan, including goals, objectives, activities, outputs, measures of success, and outcomes—by end of Q2 of Year 1
  - Introductory engagement at the Future of Health Summit—Q4 of Year 1
  - Interim capstone presentation—Q2 of Year 2
  - Final capstone activity—Q4 of Year 2
- Mentors should provide information and advice, as they are able, and track mentees' progress on these capstone projects. FasterCures will provide additional support, however, by providing access for mentees to a wider pool of experts on issues relevant to this topic, as well as information/resources and occasional webinars.

## Evaluation

- Periodically throughout the program, FasterCures will send a brief survey to all participants to verify that the engagement meeting occurred, collect feedback on its utility, hear about milestones reached, and determine ways to support/improve program activities.

## Termination

- The mentor-mentee relationship is voluntary, and either party may choose to exit the relationship if they are no longer willing or able to serve in that capacity. Should a mentee-mentor relationship end, FasterCures will attempt to identify a new mentor for the mentee.