

### PMI Component Mentor CHARTER

The Charter describes this role explicitly in terms of:

- 1) The DELIVERABLES the PMI Component Mentor is to produce; and,
- 2) The AUTHORITY granted to the PMI Component Mentor in terms of organizational resources.

**NAME/TITLE:**

PMI Component Mentor

**OPERATIONAL ALIGNMENT:**

A PMI Component Mentor will provide advice, information, and mentoring on administration and organizational practices and policies to PMI component leadership in their assigned region under the guidance and direction of PMI Component and Community Relations (C&CR). A PMI Component Mentor will actively support and maintain effective communication between PMI GOC and PMI component leadership through C&CR.

**PMI Component Mentor MISSION:**

Adhering to PMI Strategic Plan, provide guidance and leadership to PMI Component leaders to develop the capabilities of their leadership and ensure compliance with PMI GOC policies and directives.

**PMI Component Mentor PURPOSE (ROLE):**

1. Act as a liaison between PMI Global Operations Center (GOC) and Component leadership to foster and strengthen relationships, and enhance two-way communications.
2. Encourage networking and facilitate collaboration among Component leadership
3. Review their assigned Components' strategies to see if they align with PMI Strategic Plan.
4. Support Component leadership in strategic and transition planning.
5. Provide advice, information and coaching to PMI GOC and Component leadership.

**PMI Component Mentor DELIVERABLES:**

1. Deliver an assessment to PMI GOC of the status of their assigned Components' strategies alignment to PMI's strategic plan, which may include a recommendation for improvement.
2. Assist PMI GOC and Component leadership with completion of their assigned Components' annual charter renewals and Strategic Alignment, Planning and Reporting (SAPR) process.
3. Provide Component leadership mentoring through communication, collaboration and education.
4. Provide feedback to PMI GOC for enhancement and refinement of existing or potential services for Components.
5. Participate in opportunities to support PMI's Actionable Outreach and Advocacy Plan as appropriate.
6. Attend the North American Leadership Institute Meeting and the Leadership Institute Meeting in their macro-region (applicable to AsiaPac, EMEA & Latin America).
7. Attend the Volunteer Strategic & Annual Planning (VSAP) meeting.

**RESOURCES:**

Approved annual program plan and budget plus associated staff resources as directed by PMI Manager, Component and Community Relations.

**AUTHORITY/LIMITATIONS:**

1. PMI Component Mentor provides advice, support and recommendations to the PMI Global Operations Center, who is accountable to the PMI Manager, Component & Community Relations, for all operational aspects of the program area.
2. PMI GOC grants the PMI Component Mentor the authority to request information from the Component leadership needed to carry out their role.
3. PMI GOC provides additional authorities as necessary.
4. PMI Component Mentors represent Component Mentor program as outlined in its charter. Any representation of PMI in an official capacity on a local, national or international level is reserved for the PMI Board of Directors as well as the PMI President & CEO. Component Mentors may be present at activities, outside the scope of their charter, only at the request of the appropriate PMI staff.

**Number of PMI Component Mentors: 18**

**Composition:** Selected PMI Component Mentor(s) from each Region as identified on a triennial basis by C&CR

**CHAIR:**

N/A

**METHOD OF COMMITTEE MEMBER SELECTION/NOMINATION, TERM:**

Selections by PMI review committee prior to PMI Leadership Institute Meeting-North America. Term is for (3) three years. PMI Component Mentors may choose to pursue one additional year.

**ACCOUNTABILITY:**

The PMI Component Mentors are responsible to PMI Manager, Component and Community Relations

**PROPOSED DATE:** January 2009

**EFFECTIVE DATE:** 1 January 2009

**DURATION:**

Until amended. Annual review of Charter by Component Mentors and PMI GOC.

