

IMA ACCREDITATION SCORING GUIDE

This scoring guide is aligned with the IMA Mentor Program Standards. Also, you may refer to the *Accreditation Documentation Guidelines* for examples of evidence to be submitted with the application.

IMA Mentor Program Standard I – Clear Vision of Program Scope		
A. Executive Summary	TOTAL	13
	Points	
1. Describe program scope and design	3	
2. Identify program goals and objectives	4	
3. Provide a brief description of accomplishments	6	
IMA Mentor Program Standard II – Clear Roles and Responsibilities for Leadership		
B. Personnel and Program Structure	TOTAL	12
1. Provide evidence of a qualified leader/director	4	
2. Describe staffing support and capacity for oversight and operation	2	
3. Include evidence of fiscal resources	4	
4. Identify resources used to guide program development.	2	
IMA Mentor Program Standard III – Mentoring Selection and Assignment		
C. Mentor Selection, Induction, and Assignment	TOTAL	17
1. Describe mentor screening and selection practices	4	
2. Identify mentor induction process defining roles/responsibilities	3	
3. Provide evidence of a high-quality mentor training	6	
4. Identify the matching procedures for mentors/mentees	4	
IMA Mentor Program Standard IV – Mentor Professional Development		
D. Program Monitoring, Supports, and Development	TOTAL	24
1. Provide evidence of <u>continuous</u> professional development for mentors	5	
2. Describe procedures to identify mentees' benchmarks for success	4	
3. Identify procedures to address concerns for successful matching and relationship development	4	
4. Describe process to address evolving mentors/mentees' developmental needs	6	
5. Identify process to resolve barriers to individual needs and program development	5	
IMA Mentor Program Standard V – Formative assessment		
E. Continuous Improvement Protocols	TOTAL	11
1. Identify measures used for continuous improvement of overall program	3	
2. Include evidence of formative assessments for mentor development	4	
3. Provide evidence of effective mentor practices leading to mentee growth	4	
IMA Mentor Program Standard VI – Program Evaluation		
F. Program Evaluation	TOTAL	17
1. Describe organizational evaluation to verify accomplishment of goals	7	
2. Provide evidence of outcomes aligned with goals and objectives	10	
REPRESENTATIVE INTERVIEW(S)	6	
TOTAL POINTS	100	