

# American Society of Clinical Oncology Virtual Mentoring Program

## 2021 REQUEST FOR APPLICATIONS (RFA)

Last Updated: ~~July~~ [157](#), 2021

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## ASCO Virtual Mentoring Program

The ASCO Virtual Mentoring Program (VMP) is a yearlong program designed to support members who have unmet mentoring needs. This program is open to domestic and international ASCO members and pairs oncologists with a mentor via virtual technology. As a part of the VMP, mentees establish professional development goals and identify what they want to achieve through the mentoring relationship and mentors provide support and guidance to assist mentees in meeting their goals.

To apply for the ASCO Virtual Mentoring Program, applicants must:

- Be an ASCO Member or submit a membership application in conjunction with the VMP application. To learn more about ASCO membership or to apply, visit [www.asco.org/membership](http://www.asco.org/membership).
- Commit to participating in the virtual mentoring orientation in October 2022.
- Make a minimum time commitment of one hour per month during the program period.

NOTE: The Virtual Mentoring Program includes mandatory participation in a virtual mentoring orientation. This interactive seminar is an opportunity for mentees to meet their mentor and includes training and tools to help participants in building a successful mentoring relationship.

### Key Dates

Online Application Open:	May 26, 2021
Application Due:	July <del>30</del> 15, 2021
Notifications:	August 2021
Virtual Orientation:	October 2022
Program Period:	November 1, 2021 – November 1, 2022

If you have questions about the ASCO Virtual Mentoring Program or application process, please email [ProfessionalDevelopment@asco.org](mailto:ProfessionalDevelopment@asco.org).

### Application Process – Online Application

All applications must be submitted online at <https://asco.smapply.io> and in accordance with the requirements and instructions in this Request for Applications.

The online application opens **May 26, 2021** and must be submitted by **11:59pm EST on July ~~30~~15, 2021**.

If an applicant has not previously used Survey Monkey Apply, they will be required to create an account. Creating an account allows you access to the Virtual Mentoring Program application. Please note that applicants are not required to complete the entire application at one time. Applicants can save and return to the application until the deadline at **11:59PM EST on July ~~30~~15, 2021**.

The online application includes the following sections:

1. Eligibility quiz
2. Applicant Information
3. Application Short-Answer Questions
4. Current Curriculum Vitae

### Applicant Information

This section requires that applicants confirm their pre-populated information from their ASCO member profile, including:

- Name
- Degree
- Organization
- Address
- Email Address
- ASCO Member ID
- Medical Degree Completion Date
- Subspecialty Completion Date
- Final Doctoral Fellowship Training Date
- Full-Time Faculty Appointment Date
- Field of Clinical Training
- Field of Research Training

*Note: Faculty appointment and completion of final sub-specialty training are not requirements to participate in the ASCO Virtual Mentoring Program.*

### Short-Answer Questions

The VMP application includes short answer questions of up to 200 words on the following:

- Current Practice Setting
- ASCO and/or Institutional Activities
- Mentee Experience
- Mentoring Opportunities at Your Institution
- Mentoring Goals
- Mentor Preferences

### Uploads

- Current Curriculum Vitae (CV). (Upload - 5 Page Maximum)

### Application Navigation Notes:

- Upon entering the online application platform, you will be directed to the “Programs” page that houses all open ASCO applications.
- From here, scroll down to the “**ASCO Virtual Mentoring Program**”, and select “More”.
- You will then be directed to the ASCO VMP application page where you will then click “Apply”.
- This will direct you to the Eligibility Quiz page, where you will need to click “Eligibility Form”.
  
- After answering the eligibility question, please click “Mark as Complete”, and, if you meet the eligibility criteria, the next page will populate two forms in the left navigation that labeled:, “Fill out a form” and “Application Form”. Select “Fill out a form”.

- This will direct you to the form. Select your answers to the questions and click “Mark as Complete” at the end of the questionnaire.
  - **Note: All questions in this section must be answered in order to submit the form and advance to the next portion of the online application.**
- Upon completion of the first form, select “Application Form” in the left navigation. This will direct you to the full VMP application. There are two pages to this form, and you can navigate through them by answering all questions and selecting “Next” at the bottom of the screen. Upon completion of the form, select “Mark as Complete”.
- Once all portions of the application are marked as complete, a “Submit” or “Review” button will populate in the toolbar on the left-hand side of the screen. Once you select “submit”, you will be directed to a page confirming your submission.

Please Note: edits cannot be made to applications once they are submitted.

If you have questions about Virtual Mentoring Program or the application process, please email [professionaldevelopment@asco.org](mailto:professionaldevelopment@asco.org).