

# NCCSD

National Council of Child Support Directors

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## Mentoring Program

### INTRODUCTION:

The National Council of Child Support Directors (NCCSD) is the professional association of state and territory Title IV-D directors and was established in part to provide a forum for IV-D child support directors. Between 2010 and 2015 there have been approximately thirty new IV-D directors nationwide. As a result, NCCSD created a mentoring committee and charged them with creating a program to provide professional support to child support directors as they grow in their careers.

### PROGRAM OBJECTIVES:

The objectives of the NCCSD mentoring program are to:

- Develop the knowledge, skills, and perspective of child support directors
- Provide a specific point of contact to new directors for support
- Facilitate and encourage relationships between and among directors

### PROGRAM OVERVIEW:

The committee's goals were to create a program that is positive, flexible, easy to use and easy to maintain. In addition to matching IV-D directors with mentors, the NCCSD mentoring program has various components designed to welcome and connect child support directors to the IV-D community and provide resources to support directors in their development. While directors never cease learning, the mentoring committee believes that most new directors will gain maximum benefit from the program within the first two to three years.

#### 1. New Director Training

NCCSD will provide periodic in-person and web-based training specifically for new IV-D directors, and open to all.

#### 2. One-on-One Meetings

The mentoring committee encourages directors to find opportunities to meet by phone, video conference, or in person with their mentor on a regular basis to check in and provide support.

### **3. Monthly Calls**

The mentoring committee holds monthly calls for any new director to attend. The calls are intended to be an informal opportunity for new directors to ask questions in a safe, non-judgmental environment. The calls are held the last Wednesday of each month at 3:00 p.m. Eastern and are currently hosted by Michigan IV-D Director, Erin Frisch.

### **4. Reference Documents**

The NCCSD website contains materials to be used as reference for directors, including a New IV-D Directors Checklist. The website can be found at:

<https://sites.google.com/site/nccsdsite/> and requires a login to enter. Please contact the current NCCSD secretary for login information.

### **5. Participant Roster**

Each director who is interested in participating in the program will fill out basic information about themselves and their program, to be shared with new directors. The roster is housed on the NCCSD website and the mentoring committee is responsible for maintaining the roster.

#### **PARTICIPATION:**

Participation is voluntary and open to all members of NCCSD. Any IV-D director may sign up to be a mentor or receive a mentor or participate in any other aspect of the program.

#### **MENTOR MATCHING PROCESS:**

New directors are introduced to the mentoring program and participant roster as part of being welcomed to NCCSD. Directors interested in finding a mentor will review the participant roster, identify mentors that appear to be a good fit, and contact the director to initiate the mentoring relationship. Directors who would like assistance in identifying appropriate candidates can contact any member of the mentoring committee. Directors open to being mentors have discretion to determine if they can take on a mentoring relationship at that time and will respond accordingly to the request.

#### **ENDING THE MENTORING RELATIONSHIP:**

The mentoring committee recommends the formal mentoring relationship remain in place for the first year. However, at any time during the relationship, either participant can indicate to the other that circumstances have changed and request to conclude the formal mentoring relationship.

**CONTACT PERSON:**

Erin Frisch  
IV-D Director, Michigan Office of Child Support  
Phone: 517-243-5998  
E-mail: [frische@michigan.gov](mailto:frische@michigan.gov)

**2015 MENTORING  
COMMITTEE MEMBERS:**

Craig Burshem, Virginia  
([craig.burshem@dss.virginia.gov](mailto:craig.burshem@dss.virginia.gov))  
Kate Cooper Richardson, Oregon  
([kate.richardson@doj.state.or.us](mailto:kate.richardson@doj.state.or.us))  
Jim Fleming, North Dakota  
([jfleming@nd.gov](mailto:jfleming@nd.gov))  
Kristie Langlely, Wyoming  
([kristie.langlely@wyo.gov](mailto:kristie.langlely@wyo.gov))  
Steve Smith, New Mexico  
([steveng.smith@state.nm.us](mailto:steveng.smith@state.nm.us))  
Eileen Stack, New York  
([Eileen.Stack@otda.ny.gov](mailto:Eileen.Stack@otda.ny.gov))  
Gail Stoltenberg, South Dakota  
([Gail.Stoltenburg@state.sd.us](mailto:Gail.Stoltenburg@state.sd.us))