



### Procedures and Guidelines for Mentor - Student/Early Career Review Pairs

1. A Mentor must have a Ph.D. or equivalent degree and be either
  - a. A 2020 Regular Member of SRCD or
  - b. A 2020 Early Career Member of SRCD who is 3-5 years *beyond* his/her advanced degree.
2. A Graduate Student or Early Career Reviewer paired with a Mentor may be
  - a. A 2020 Graduate Student Member of SRCD or
  - b. A 2020 Early Career Member of SRCD who is less than 3 years *beyond* his/her advanced degree.
3. A Mentor may pair with *only one* Graduate Student or Early Career Reviewer through the review process.
4. Panel Chairs may not serve as Mentors.
5. The Mentor cannot be a solo reviewer *in addition* to mentoring a Graduate Student or Early Career Reviewer through the review process.

NOTE: If a review pair *fails to be established*, the Mentor may serve as a solo reviewer.
6. **Please Note: Only Mentors will sign up to review.** During the sign-up process, mentors will be asked for their mentee information. Once a mentor has been invited and agreed to serve on a panel, their mentee will be sent an invitation by the SRCD Program Office. **Unless paired with a Mentor, only those with a Ph.D. or equivalent advanced degree may volunteer to review.**
7. **The Mentor's scores will be considered the official ratings for the review pair**, although the Graduate Student or Early Career Reviewer will also rate submissions and then discuss their decisions with their mentor.
8. The review pair will be assigned the same number of submissions to review as are assigned to other reviewers on the panel.

### Reviewer Important Dates

October 1, 2020	Submission deadline
Oct 20 - Nov 3, 2020	Review period

Questions? Email SRCD Program Office at [programoffice@srcd.org](mailto:programoffice@srcd.org).

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