

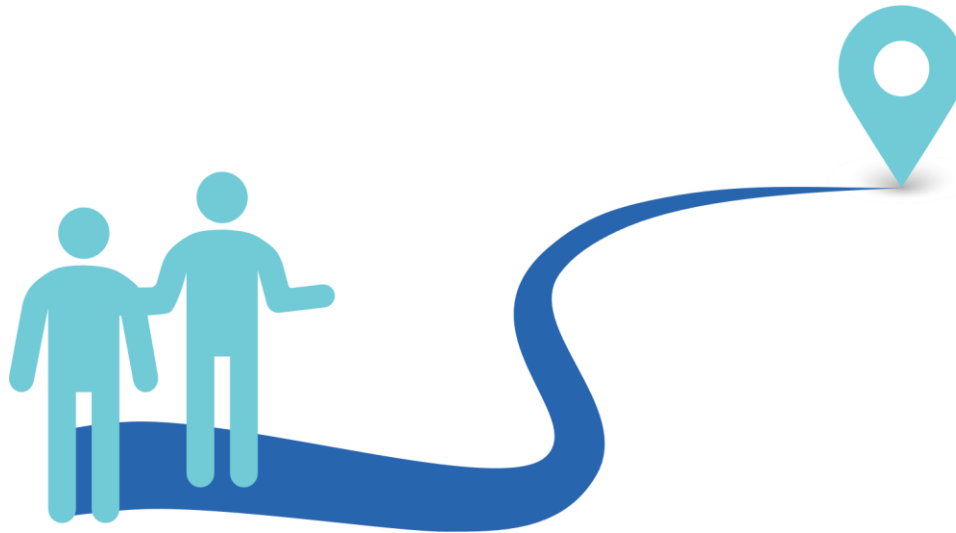
Selection Guidelines:

New Hire Mentors

Better Together

Supporting Success from Day 1

Mentor Selection



The Support Ecosystem serves to guide New Hires through their Onboarding Journey at AbbVie. Mentors are an integral part of this ecosystem. Mentors use their positive outlook to provide expertise and insights to New Hires and set the tone for an environment that is focused on growth and development. Mentors are scientific experts and proficient in clinical acumen, professional skills, business acumen, and leadership, and offer New Hires a perspective that encourages a solution-focused mindset.

When selecting Mentors, Field Directors should:



1. Use the guidelines outlined below to identify potential Mentors
2. Notify each MSL/MOSL that they have been selected as a potential Mentor
 - a. Using the guidelines outlined below, explain why you believe the MSL/MOSL would excel as a Mentor, and highlight opportunities for growth this role may afford them
 - b. Confirm that the MSL/MOSL understands the role and would like to act as a Mentor
3. Inform Professional Development that a new Mentor has been selected and needs to attend a *New Hire Onboarding Journey Virtual Overview* session after being sent the *Curriculum Map*, *Onboarding Calendar*, and *Field Readiness Checkpoint Guide*

Mentor Selection Guidelines

Clinical Acumen

DEMONSTRATES EXCELLENCE IN:

- Providing education to healthcare providers/healthcare decision makers (HCP/HCDMs) relative to disease state, therapeutic landscape, and AbbVie products across the product life cycle
- Being regarded as a valuable scientific resource by HCP/HCDMs
- Familiarity with approved resources and how the data can be leveraged to deliver a tailored scientific story
- Continually self-educating on market issues/trends, product knowledge, and new therapeutic areas (TAs) of interest
- Based on business needs, supporting research initiatives at the request of R&D including but not limited to site evaluation and identification, recruitment, investigator meetings, and external collaboration management

Business Acumen

DEMONSTRATES EXCELLENCE IN:

- Operating from an enterprise perspective, putting AbbVie before individual or functional interests
- Identifying, gaining access to, and developing professional partnerships with HCP/HCDMs
- Using data and analytics to seek out and maximize opportunities within their territory
- Compliantly collaborating with medical and commercial In-Field Team counterparts
- Serving as a scientific resource to commercial partners

Professional Skills

DEMONSTRATES EXCELLENCE IN:

- Identifying the clinical care gap and using strategic inputs to PLAN before every interaction
- Delivering the scientific story through a tailored 2-way scientific conversation, leveraging approved resources that resonate with the HCP/HCDM
- Learning through tailored powerful questions, educating using constructive tension, and responding to complex questions using appropriate supporting data
- Using voice, body, and space to demonstrate effective presentation skills
- Making concrete plans for next steps and following up as needed
- Reflecting on each interaction and leveraging the interaction to improve and build an ongoing relationship
- Documenting quality DPOs and compliantly capturing interaction in Veeva (or other recording system)

Leadership

DEMONSTRATES EXCELLENCE IN:

- Exemplifying AbbVie values by consistently following our ethics, obligations, and the law
- Taking initiative to develop ways to problem solve identified areas of opportunity
- Serving as a team player who values others and works collaboratively
- Navigating change with agility, capitalizing on its opportunities
- Seeking and receiving input and feedback to identify areas for self-improvement
- Fostering professional growth of self, peers, and the team with a solution-focused mindset