



Experiential Learning Program: Mentor Program

THANK YOU for being willing to give of your time and experience to serve the St. Xavier students with a Mentoring Relationship. We are excited to be creating a network of mentors for our students who are seeking career advice. Your experience will be very useful to students contemplating their plans for college and beyond.

What is Career Mentoring?

Mentoring is a developmental partnership through which one person shares knowledge, skills, information and perspective to foster the personal and professional growth of someone else. The power of mentoring is that it creates a one-of-a-kind opportunity for collaboration, goal achievement and problem-solving.

What Can Mentors/Mentees Expect?

The mentor relationship generally lasts for multiple months, and frequency of the meetings can be determined by the mentor/mentee partners. There can be instances, however, where a student is interested in a brief relationship (even a single meeting) to achieve a specific goal. An example of this could be an informational interview on a specific career or field of study.

The following additional program guidelines should assist you in getting started:

- Program is 100% voluntary.
- All conversations should be kept confidential.
- Students should complete a Mentee Self-Assessment to help Mentors understand their goals.
- We offer a discussion guide to assist getting started with the first meeting.
- Meetings should take place at school whenever possible, but meeting outside school hours and location is acceptable if student and parents have signed a permission form.

How will we measure the success of the program?

We will conduct periodic surveys of both mentors and mentees to understand the value being provided to both parties. Your feedback on the program will also be solicited for future improvements.

Additional Questions?

If at any time you have additional questions, please contact the Experiential Learning Program Coordinator, Christine Dauenhauer at StXCareerConnection@gmail.com.

MENTORING SESSION DISCUSSION GUIDE

Before the First Session:

1. Mentee completes Mentoring Self-Assessment and shares with Mentor
2. Identify Questions for Mentee/Mentor
3. Identify Goals for Mentoring Relationship

Session Format:

1. FIRST MEETING:
 - a. Mentor and Mentee get to know each other
 - b. Discuss goals of the mentoring relationship
 - c. Determine the format of the sessions (phone call, meeting, lunch, after school)
 - d. Determine frequency and duration of sessions
 - e. Mentee recaps agreement in email
2. Discuss any immediate needs for advice or coaching.
3. Discuss mentee's long-term education and career goals. Write them down!
4. Suggest interim short and mid-term goals that would lead them on that path.
5. Suggest classes that would help them with their goals.
6. Discuss real or perceived barriers to achieving these goals.
7. Take Notes!!

How will we know if it's working:

1. Mentoring relationships can last for many months, or a single meeting. You and your mentor can decide what is best for you based on your goals.
2. If the meeting format isn't working, or you don't feel your mentor has the experience to provide you the input you are looking for, etc talk to your mentor about it.
3. If you do not feel comfortable doing that, approach the mentoring program coordinator Christine Dauenhauer at StXCareerConnection@gmail.com about a change.
4. We will provide regular surveys for mentors and mentees to assess their experience with the program. At that time, new mentors/mentees can also be assigned.
5. All documentation and conversations are confidential.