



The Wildcat Mentor Society



**ALUMNI
ASSOCIATION**



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Today's Training

- Overview
- Program Expectations
- Technology
- Q & A

- ✓ Describe their expectations and overall role in the WMS.
- ✓ Recall resources to help in cohorts.

Overview | The Wildcat Mentor Society

The Wildcat Mentor Society is a transformative program that connects world-class alumni with students and alumni in mutually beneficial mentorships.

Overview | The Wildcat Mentor Society

Mentees will **participate** in discussions and activities and **ask questions** to expand their knowledge on how to navigate everything from college to career to personal experiences.

Mentors will **provide opportunities and feedback** for cohorts to build their professional network, strengthen their Arizona alumni network, and gain career and professional skills.

Create deep, meaningful mentor-mentee **relationships** which may last well beyond this program.

Expectations | Mentor

Communication

- ✓ Mentor trainings
- ✓ Monthly cohort meetings
- ✓ Mentee follow-up
- ✓ Active listening w/ mentees

Safe and Inclusive Environment

- ✓ Diversity and Inclusion Resources
- ✓ Inclusive language
- ✓ Mentors enforce respect for all members of the cohort
- ✓ Confidentiality and trust

Availability/Accessibility

- ✓ Respond to mentee communications in timely manner
- ✓ Participate in events and programs as able

Facilitate Growth and Learning

- ✓ Provide feedback and strategies to help mentees progress to completing their goals
- ✓ Teach and model professional behaviors



Expectations | Mentee

Communication

- ✓ Mentee check-in surveys
- ✓ Monthly cohort meetings
- ✓ Drive mentorship communication
- ✓ Active listening w/ cohort

Safe and Inclusive Environment

- ✓ Diversity and Inclusion Resources
- ✓ Inclusive language
- ✓ Mentors enforce respect for all members of the cohort
- ✓ Confidentiality and trust within the cohort

Availability/Accessibility

- ✓ Respond to mentee communications in timely manner
- ✓ Participate in events and programs as able

Personal Growth and Learning

- ✓ Focus on goal attainment and asking for help when needed
- ✓ Practice professional behaviors



Expectations | Safe and Inclusive Environment

Respectful

Inclusive language involves knowing about and showing respect for all members of WMS.

Accurate

Inclusive language gives more accurate view of the real world by reflecting on social diversity rather than perpetuating stereotypes and making false assumptions.

Relevant

Inclusive language reflects WMS diversity and is meaningful for a wide audience and enables everyone to feel that are being reflected in what was said.

Expectations | Mentor/Mentee Agreement



Mentor & Mentee Agreement

The purpose of this agreement is to set guidelines and goals for mutual effort and benefit. By setting your expectations of each other ahead of time, you can work to make the most out of this relationship with little to no conflict. This agreement is not mandatory but serves to aid you as you begin to lay down the foundations of your mentorship.

1. Outside of the predetermined meeting times, how often should we contact one another? What is the best way to contact one another?

2. If we receive contact from the mentor or another mentee, we agree to get back to that person within:

- 24 hours
- 1-2 days
- 2-5 days

3. What are some of the major topics we would like to discuss?

4. How will we proceed should one individual need to withdraw from the mentorship program?

5. If we cannot attend one of the preplanned meetings, how will we communicate that with the group? How much notice will we agree to give?

Setting SMART Goals: Setting clear goals ahead of time will help you direct conversations and pick topics to discuss in your monthly meetings. SMART goals are Specific, Measurable, Achievable, Relevant and Timely. For more information on SMART goals, click [here](#).

Goals for the Group

1. _____
2. _____
3. _____

Goals for the individual (mentor or mentee)

1. _____
2. _____
3. _____

Mentor Signature: _____ Date: _____

Mentee Signature: _____ Date: _____

- To be discussed and signed at the first meeting (Sept./Oct.)
- Referenced throughout the year for accountability and progress
- Mentors and mentees keep copies

Confidentiality – *What is said in the cohort, stays in the cohort.* This allows for greater trust and personal growth.

Technology | Zoom



- Cohorts meet virtually or in-person
- Reoccurring Zoom link is provided, but any platform is acceptable.
 - Polling questions
 - Guest presentations
- Link can be posted to your Bear Down Network cohort or a reoccurring meeting invite.
- Reduce background noise and limit interruptions. Your mentees will feel that they have your undivided attention.

Technology | Bear Down Network



- Communicate and connect with the WMS
- Monthly Newsletter
- Subgroups
 - Cohort events
 - Private feed
 - Messages
- DEMO

www.beardownnetwork.com

Resources | Downloads and Links

For Mentors

- [Questions to Ask Your Mentee](#)
- [Icebreakers](#)
- [Topics for Discussion](#)
- [Mentor/Mentee Agreement](#)
- [Sample Meeting Agendas](#)
- [Example Meeting Outline](#)
- [Mentor Orientation](#)

For Mentees

- [Questions to Ask Your Mentor](#)
- [Mentor/Mentee Agreement](#)
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Online Resources

- [Arizona Alumni Career Lab](#): Career coaching, digital resources, events
- [Student Engagement and Career Development Services](#): List of digital career resources
- [Campus Student Support Services](#): Virtual student support
- [Wildcat Career Guide](#): Resume, cover letter and interview tips

Reference Guides

- [WMS Resource Guide](#)
- [Zoom Meetings](#)
 - [Sharing Your Screen](#)
 - [Meeting Controls](#)
 - [Join a Meeting](#)
 - [Scheduling a Meeting](#)
 - [Meeting Controls](#)
 - [Share Multiple Screens Simultaneously](#)
- [Guide for the Bear Down Network](#)

- ☐ Meeting Content
- ☐ Campus Resources
- ☐ Guides
 - Mentoring
 - Zoom Meetings
 - Bear Down Network

www.wms.arizona.edu/resources

Thank You!



Questions?



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