



# *STEM for HER* Mentorship Program

2022 Overview - Mentees

# Mentee Expectations

*Welcome! We are thrilled that you have joined the STEM for Her Mentorship Program.*

*The STEM for Her mission is to create awareness, excitement and opportunities among girls and young women to launch successful STEM-related careers.*

***Mentorship** is a critical component of that mission.*

- Benefits to being a mentee in this program:
  - Explore new STEM-related careers and solidify areas of interest
  - Identify areas of personal and professional development
  - Implement goal setting strategies and practice being accountable to them
  - Grow your confidence and professional preparedness
  - Access academic and internship opportunities
  - Build professional skills and expand network
  - Leave program with actionable takeaways
- The details:
  - Pilot program: mid-March to first week of May 2022
  - Time commitment: Approximately three to four hours per month

# Mentee Engagement

*The most productive mentor relationships are driven by **you** - the mentee. In other words, you get out of the Program what you put into it!*

*Mentor time is a **precious and limited resource**. If you cannot commit to the meetings and sessions listed, please do not apply for the Program.*

- Required engagement:
  - Meet with mentor individually twice per month (meetings scheduled by mentee)
  - First meeting: Discuss your current interests and define goals, submit three goals to program leadership via survey after receiving mentor feedback
  - Subsequent meetings: Advance those goals through discussion and assignments given to you by your mentor
- Additional required engagement:
  - All mentees will be required to attend a training session led by program leadership during the first week of the program
  - Attend an “Ask Me Anything” panel and a virtual social networking session
  - You must submit your three goals during your first week and complete a post program survey at the end of the program

# Mentee Engagement Agreement

When you agree to participate in the STEM for Her Mentorship Program, you agree to the following:

**Use email etiquette.** You must respond to emails from mentors and program leadership within 3 business days. This is to prepare you for what is expected in the academic and professional world.

**Be respectful of time.** Mentors are busy and often have multiple obligations. Please be respectful of your mentor's time and show up to meetings on time (or a few minutes early!). You should provide enough notice (ideally 24 hours before, but at least 4 hours before) for any delays or cancellations to pre-scheduled meetings with your mentor.

**Use professional communication.** Please remember to be professional with your mentors. While we want you to build rapport with your mentor, we also ask that you avoid slang, profanities or any other inappropriate topics and language.

**Come to each meeting prepared.** Inform your coach ahead of time on the agenda for that meeting. You should also share any completed assignments 24 hours in advance. Be prepared to take notes on the discussion and any assignments.

**Prepare assignments.** Complete any assignments from your coach in a timely manner and share 24 hours before your next meeting.

**Be open to learning.** Remember that this program should be a fun and rewarding learning experience. Be flexible and open to learning new things about yourself and the world.

# Mentee FAQs

## How long is the program?

The pilot program is from mid-March to the first week of May 2022. We will be re-launching the program with an expanded cohort in September 2022.

## How do I know who my mentor is?

Program leadership will share your mentor with you during the first week of the program.

## How do I prepare for meetings with my mentor?

For your first mentor meeting, you should come prepared to describe your background, interests and the goals you have for the program and mentoring relationship. Your mentor may give you reflection assignments or other “homework.” You should complete and send those assignments at least 24 hours in advance of the next meeting. If you’re unsure of the assignment or need clarification, ask questions! Your mentor is there to help.

## Why do I need to have goals for this program?

Think about it like this: your mentor may be a doctor or an engineer or work in finance. They didn’t just wake up one morning and start treating patients, building skyscrapers or trading stocks – they explored their interests, set short-term and long-term goals and worked toward them. The short-term goal may have been to do well in Biology and Organic Chemistry or read the Wall Street Journal every day. Doing that helped them achieve the long-term goal of getting into a great medical school or landing an internship in finance. Figuring out those goals and sticking to them was ultimately the key to their success.

# Mentee FAQs

## How do I make goals?

Come to the first meeting with a few ideas of what interests you – it could be math, chemistry, engineering, coding, robotics, medicine, etc. and think about what small steps you can take over the next few months to explore those areas. The key is for the steps to be actionable. Your mentor will give you feedback, and you will submit your final three goals to program leadership during the first week of the program via survey. In each subsequent meeting, you will discuss your goals and how to achieve them with your mentor. By the end of the program, we hope that you accomplish all of your goals but ask that you work to accomplish as least one.

## Do I have to do anything other than meet with my mentor?

Yes. We plan to also host an “Ask Me Anything Panel,” where mentors and other professionals will speak about their own experiences and answer your questions. We will also gather all mentees and mentors for one virtual social networking event in the middle of the program. Details along with calendar invitations are forthcoming.

## What do I do if my mentor skips meetings or isn't engaging?

Escalate to program leadership immediately. We will help you discuss with your mentor and assign a new mentor if needed.

## What do I do if I have a question not covered by this FAQ?

Contact program leadership. We will respond within three business days.