

ASI

Mentorship Program

Mentee Guidelines

Introduction

The ASI Mentorship Program is designed to match you with ASI alumni with similar interests, business experience, or industry knowledge. Our goal is simple; to prepare you for life after Cal Poly, and provide you with the opportunity to work with those leaders that came before you and learn the valuable life lessons that they have to offer.

The first step is the hardest; selecting a mentor that best suits your personal and professional goals. All of our mentors are eager to work with you. Review their biographies carefully, ask questions to learn more about their experience, and discuss what a potential mentorship relationship would look like. A mentor can provide you with advice, support, and encouragement, but ultimately your success is in your hands.

What is a Mentor?

A mentor is a trusted coach, guide, or advisor. A mentor is someone willing to spend his or her time and expertise to guide the development of another person. In the ASI Mentorship Program, the mentors are former ASI Student Government members, former ASI employees, or friends of ASI. Although all mentors are brought together through the common connection of ASI, their experience and networks are vast.

The mentor has one goal; to assist you in becoming the best you can be.

Mentor Relationship Prep

A good mentoring relationship allows both mentor and mentee to develop new talents and build self-awareness. Prior to selecting your mentor:

- **Look in the mirror:** Take some time to think about where you are personally and professionally, and where you would like to be in 1, 5, or 10 years. Assess what type of personality you have, and which personality types complement your style. Consider your strengths and areas for improvement.
- **Be proactive:** In some cases, you will meet your mentor walking through the University Union, or in line at Starbucks. Other times, you will need to put yourself in situations to meet a potential mentor. Take every opportunity to meet a mentor, whether that is during Fall Kick-off, a Professional Development Workshop, or an alumni mixer event. You never know when you will meet yours, so take advantage of every opportunity.
- **Keep an open mind:** A mentor is someone who will help you grow in the area(s) most important to you. That does not mean that they are going to be your identical twin. When selecting a mentor, look for someone who demonstrates the traits and skills that you want to adopt.
- **Know what you want:** A clear understanding of your purpose and end goal will ensure that you select a mentor that is the right fit for you.
- **Take a trip down memory lane:** Whether or not it was intentional, each of us has had mentors in our lives. Think about the people who have mentored you and the qualities that you appreciated most about them. Take that information combined with your current goals to select a new mentor.

In order to establish a relationship quickly, you can expect your mentor to ask you some of the following questions. Before your first meeting, take a moment to think about answers to the following questions:

- What do you do best?
- What areas would you like to improve in (both personally and professionally)?
- What is your greatest achievement?
- What person has the greatest influence on your life?
- Where do you want to be in 1, 5, and 10 years?

Getting Started – Meeting with Your Mentor

Depending on who you select as your mentor and what your goals are, you may find yourself meeting weekly at a local coffee shop, talking bi-weekly over the phone, or even video chatting online once a month. Whatever the frequency may be, below are a few tips to make the most out of your time:

- **Solicit advice:** In the beginning your mentor may be hesitant to offer advice because they do not know you very well yet. Be as specific as possible when asking for advice. A good mentor will offer both constructive criticism and suggestions, so be open to both.
- **Be considerate of your mentor's time:** When establishing your meeting schedule, be aware of your mentor's time. Although they have signed up to participate in the ASI Mentorship Program, they also have careers, families, and personal interests that they must allocate time to. You can expect quality time from them, but, in return, be considerate of their time. Return phone calls and emails promptly and be on time for any scheduled meeting.
- **Consider all advice:** A mentor rarely offers advice or constructive criticism lightly. It's very reasonable to ask for time to consider their advice and then get back to them with your response. While you certainly don't have to follow their advice, remember that they do have experience and skills that you haven't necessarily mastered yet.
- **Be appreciative:** Thank your mentor for their time. Let them know you're your time spent together is helpful and you appreciate their advice.
- **Be respectful:** In order to have a productive relationship, you must respect your mentor, and they must respect you. Be open and honest with one another. If something in the relationship isn't working out have a conversation about it with your mentor, together you can create a solution.
- **Stay in touch:** Even after your mentor relationship ends, you never know when you may need his or her guidance in the future. Consider staying in touch to provide "progress" reports.