



## OISEMP Orientation Brief: Mentors

What is expected of me in the mentorship program?

The following table outlines a reasonable set of expectations in your participation for a positive experience with your student mentee.

<ul style="list-style-type: none"> <li>Respond to any messages from your mentee within 72 hours</li> </ul>
<ul style="list-style-type: none"> <li>Provide a timely explanation if you have to miss appointments or events with a tentative date when you will touch base to reschedule</li> </ul>
<ul style="list-style-type: none"> <li>Maintain a proactive stance when engaging with program events and resources; please seek to honour your commitment</li> </ul>
<ul style="list-style-type: none"> <li>Keep in mind that the mandate of this program is about mentoring rather than student life, career counseling or job searches. If you find that your mentee requires a different sort of assistance, please direct them to <a href="#">our website</a> for resources.</li> </ul>
<ul style="list-style-type: none"> <li>Set up clear timelines, meeting dates and desired channels of communication early. It is a self-directed mentorship experience</li> </ul>
<ul style="list-style-type: none"> <li>Use our <a href="#">mentorship handbook</a> and <a href="#">meeting scheduler</a></li> </ul>
<ul style="list-style-type: none"> <li>Be open with your mentee; professional expertise may differ, we ask both parties to listen and consider what there is to learn</li> </ul>
<ul style="list-style-type: none"> <li>Encourage open discussion on any conflicts with your mentor and contact the program administrator at <a href="mailto:oise.mentorship@utoronto.ca">oise.mentorship@utoronto.ca</a> if matters cannot be settled</li> </ul>
<ul style="list-style-type: none"> <li>Participants must attempt to communicate on an ongoing basis with their assigned match. We suggest one interaction per month between October to March, or six meetings</li> </ul>
<ul style="list-style-type: none"> <li>Aim to be friendly, collegial and tactful when exchanging ideas with or giving feedback to your mentee</li> </ul>
<ul style="list-style-type: none"> <li>Remember the three Ps: Professional, Prepared, Progress-minded</li> </ul>
<ul style="list-style-type: none"> <li>Thank you for doing your part to make this a mutually rewarding mentorship experience!</li> </ul>