



## OISEMP Orientation Brief: Mentors

What is expected of me in the mentorship program?

The following table will help guide 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 and include a tentative date when you will touch base to reschedule</li> </ul>
<ul style="list-style-type: none"> <li>Try to maintain a proactive stance when engaging with our events and resources. We are grateful for your commitment to the people in this program</li> </ul>
<ul style="list-style-type: none"> <li>We do not expect mentors to provide student life services, housing information or jobs. If you find that your mentee is asking for this level of assistance, please direct them to <a href="#">our website</a></li> </ul>
<ul style="list-style-type: none"> <li>Establish clear timelines, meeting dates and desired communication channels early. This 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 about your mentee's interests. Professional goals may differ. We ask for both parties to listen and consider what there is to learn</li> </ul>
<ul style="list-style-type: none"> <li>Address any concerns with your mentee in a fair and clear manner. Reach us 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 kind, collegial and respectful when exchanging ideas and giving feedback to your mentee</li> </ul>
<ul style="list-style-type: none"> <li>Strive to be prepared, professional and goal-oriented</li> </ul>
<p><b>Thank you for doing your part to make this a mutually rewarding mentorship experience!</b></p>