

Alumni-Student Mentoring Program

Student (Mentee) Responsibilities

Once the student has accurately completed and submitted the Interest Form, they must attend a mandatory coaching meeting with Abbe Rosenthal, MA, PCC to review the expectations and process outlined below.

Commitment

- Recognize the matching process might take a few weeks. Be patient.
- Once matched with an alumni mentor, be respectful of the mentor's time, and honor the arrangements and commitments made in the initial meeting.
- Commit to meeting with your mentor at least once per month unless agreed to an alternative arrangement.

Communication

- Communicate professionally with the mentor and in a timely manner via email unless agreed to use an alternate mode such as phone or text.
- If you need to cancel or reschedule a meeting, you must do so in writing to the mentor 24 hours in advance. If you do not attend a scheduled meeting without informing the mentor ahead of time, you will receive a warning and be subject to termination of the mentorship.

Respect

- Do not over email the mentor. Be respectful of both their professional and personal time.
- Do not ask for a job or help to get a job within their company or any other.
- Do not ask them to edit your resume or LinkedIn profile. It should be an agreed-upon and collaborative effort.
- Honor all confidential information shared between you and your mentor, Recognize the mentorship is a professional relationship.
- If the mentor or mentee behaves in a manner that is viewed by the other as disrespectful or unprofessional, inform the program director, Abbe Rosenthal, and the match will immediately terminate.
- Be open to constructive feedback. There is always something new to learn and try!

Resources

Ted Talks

- *Start with Why* / Simon Sinek
- *The Power of Vulnerability* / Brené Brown
- *How to Make Hard Choices* / Ruth Chang
- *My Year of Saying Yes to Everything* / Shonda Rhimes
- *Why You Should Love Statistics* / Alan Smith

Recommended Books

- *Lean In* by Sheryl Sandberg
- *Good to Great* by Jim Collins
- *Designing Your Work Life* by Bill Burnett and Dave Evans
- *Dare to Lead* by Brené Brown
- *Presence* by Amy Cuddy
- *The Five Dysfunctions of a Team* by Patrick Lencioni

Contact

For alumni, career, and professional development support, please contact:

Abbe Rosenthal, MA, PCC

- *Assistant Director, Executive Coach, Program Co-Lead*
- abbe.rosenthal@rutgers.edu