

STOCKTON UNIVERSITY

WOMEN'S LEADERSHIP COUNCIL

Mentoring Program Overview

Stockton Women's Leadership Council (SWLC) is committed to taking an active leadership role that will have a sustainable impact on Stockton University, Stockton students, alumnae and members of the community. To support the mission, council members will provide their time and talent through mentoring. Mentoring will provide mentees with guidance, instruction and personal and career development.

To achieve success the mentoring program will align with the following areas:

Education Support – Help to bridge the gap between theory and practice. Formal education and training are complemented by the knowledge and hands-on experience of a mentor.

Career Development – Help students plan and develop their careers. Mentoring will help students with self-confidence and to be self-reliant in their careers.

Skills Enhancement – Share skills and knowledge learned from successful and experienced professionals to pass on their expertise and help the mentee acquire specified skills.

Professional Identity – Contribute to the understanding of what it means to be a professional in the working environment.

Leadership Development – Encourage the development of leadership, gained through application and guided practice.

Student Retention – Provide a supportive environment. Ongoing coaching and teaching will enhance the education experience and assist in graduation completion.

Benefits Roles and Responsibilities

Mentoring relationships have positive effects on people in a variety of personal, academic and professional situations. Ultimately, mentoring connects a person to personal growth and development, and social and economic opportunity.

The success of the mentoring program will depend on clearly defined roles and expectations. The mentee's development depends on exploring:

- Career aspirations, strengths and weaknesses
- Collaborating on the means to "get there" and implementing strategies
- Evaluating along the way; mentor will help light the path for the mentee to follow

Mentor:

Benefits:

- Renews enthusiasm for the role of the expert
- Obtains greater understanding of the student experience (needs of internships, barriers for students, etc.)
- Enhances skills in coaching, counseling, listening and modeling
- Develops and practices a more personal style of leadership
- Increases generational awareness

Responsibilities:

- Support the SWLC's mission, vision and goals
- Meet with your mentee and/or engage in mentoring activities (or on the telephone or via email as agreed upon)
- Willing to share your experience and professional successes
- Stay accessible, committed and engaged during the mentorship period
- Listen and offer encouragement
- Provide open and candid feedback
- Be a positive role model, resource and sounding board
- Share "lessons learned" from own experiences

Mentee

Benefits:

- Complements ongoing formal study
- Gains career development ideas and opportunities
- Demonstrates strengths and explores potential
- Increases career networks and receives greater exposure
- Improves ability to express goals
- Receives knowledge of professional expectations and what is needed to grow professionally

Responsibilities:

- Meet with your mentor and/or engage in mentoring activities (or on the telephone or via email as agreed upon)
- Be proactive about contacting your mentor and commit to meetings scheduled
- Commit to self-development
- Discuss goals and development plan with mentor
- Discuss challenges and concerns so the mentor can assist you
- Go prepared to meetings (note items for discussion)
- Be receptive to feedback
- Respect the mentor's time and resources
- Stay accessible, committed and engaged during the mentorship period

Program Documents

The following documents will be provided to support mentors and mentees, and to evaluate and improve the mentoring program.

Application – Mentees and mentors must complete and submit an information form and submit to the SWLC liaison. Information provided will be used to match mentors and mentees with similar interests and occupation goals.

Mentoring Action Plan – The mentoring action plan outlines goals of the mentee, activities and meeting schedule, and communication method.

Mentor Contact Report – The mentor will record meetings and activities to show progress achieved and assist with end-of-program evaluation and feedback.

Strategies for Mentoring Success – Strategies for success and checklist of items.

Evaluation – At the mid-point and end of the program, mentors and mentees will be asked to evaluate the program. The assessment will help make adjustments and ensure the program remains effective.