

# OSU Alumni Mentoring Program

---

## Guidelines for alumni mentors

### **Summary and Goals**

The mentoring program affords students an opportunity to engage and learn from experienced policy professionals in Washington, DC. The objective of the mentoring program is to tap into the vast professional experience of Ohio State alumni to help students channel interest into definable career goals through the advice, experience, and insight of their mentors. Alumni mentors are expected to assist students in obtaining the overarching goals of the program: gaining a better understanding of career paths, professional skill development, and goal setting, in addition to building a professional network.

### **Expectations for Mentors**

All mentors should be actively involved in the mentoring program. Mentors will select a student, who aligns with their career and policy interests, to be paired with. The student will initiate contact with their mentor and be responsible for maintaining communication. There will be multiple Glenn School sponsored mentoring events throughout the term, but mentors and mentees are encouraged to meet two times outside of those events. Examples can include meeting your mentee for coffee or lunch, or asking them to accompany you to a work-related function, happy hour, or conference.

### **Suggestions on Areas in Which a Mentor Can Assist**

- Advice on career options, career paths, and development
- Networking
- Narrowing particular fields of interest
- Share experiences of profession
- Changes and advances in the field
- Understanding of the environment of Washington, DC
- Allow the student to “shadow” you for a day
- Identify means of career obtainment
- Guide and support from mentor through:
  - Researching/suggesting internships and jobs with specific employers
  - Review of resumes and cover letters
  - Preparing for interviews
- Introducing you to resources that may assist in preparing for specific careers/jobs

If you have questions or concerns, please contact: Mike McCandlish (202.403.8537 or [mccandlish.21@osu.edu](mailto:mccandlish.21@osu.edu))