



## EIU iSTEM Mentorship Guidelines

### Why have a mentor?

A mentor is someone who can provide you with advice and feedback. They are someone you can turn to if you have questions or concerns about your academic path or other issues you're facing – academic or otherwise – as a college student. Your mentor may not have all the answers, but they will be able to help point you in the right direction and connect you with EIU and community resources, where needed.

Having a mentor is like having a flashlight as you walk around in a dark room. Ideally, they'll help you see things a bit more clearly.

You've likely heard it before, but succeeding in school, just like succeeding at work and even in life, is a lot easier when you've got a network of people to support you. That's what we aspire iSTEM to be for you. In particular, your iSTEM mentor will get to know you better and you your mentor, so you've got someone to hold you accountable or give you words of encouragement – whatever you're needing.

### Mentor-mentee pairing

Mentor bios will be provided to help mentees select their mentor. Alternatively, mentees will be matched with a mentor based on their intended major. Pairing will be dependent on mentor availability.

### Frequency of mentoring meetings

Mentors will meet with their mentee at least once a month during the academic year. It is up to the mentor and mentee to determine how and where they will meet, and if they will meet more frequently than once a month.

### Features of a successful mentor-mentee relationship

- Each uses effective listening techniques: Questioning, paraphrasing, summarizing
- Roles and tasks are clear
- Appreciation of diversity
- Periodic self-assessment
- Attends to process: How are we doing? What could we do to make the relationship more productive?

### Mentor responsibilities

- Guide one or two EIU iSTEM students for one academic year, or longer as arranged between the mentor and mentee.
- Arrange the first meeting of each semester with your mentee.
- Ensure monthly meetings occur with your mentee.
- Respond to mentee communications in a timely manner.
- Provide advice on succeeding in the classroom and while in college.

- Provide advice on finding internship and/or job opportunities and give constructive feedback on such applications.
- Encourage an open exchange of thoughts and ideas.

### Mentee responsibilities

- Set goals and take initiative in communicating your expectations to your mentor.
- Understand the expectations of your mentor.
- Clarify the nature of your relationship with your mentor if necessary.
- Respond to mentor communications in a timely manner.
- Be open and willing to accept guidance.
- Engage in candid self-assessment.
- Ask for help when needed and accept feedback as given.

### Campus resources

Academic Advising - <https://www.eiu.edu/advising/>

Career Services - <https://www.eiu.edu/careers/>

Counseling Clinic - <https://www.eiu.edu/counscctr/>

EIU iSTEM - <https://www.eiu.edu/clas/iSTEM.php>

Library Services - <https://www.eiu.edu/booth/>

Office of Inclusion and Academic Engagement - <https://www.eiu.edu/oiae/>

Student Success - <https://www.eiu.edu/success/>

TRIO - <https://www.eiu.edu/eiutrio/>

Tutoring - <https://www.eiu.edu/success/tutoring.php>

Writing Center - <https://www.eiu.edu/writing/>