

Guidelines for Mentees

Welcome to the Prairie View A&M University Mentor Program!

The Prairie View A&M University mentor program facilitates a one-to-one relationship between a current student and a volunteer engineer for guidance, information, and networking related to the student's professional development.

Objectives

Provide students with meaningful and useful career guidance

Facilitate a bridge between academia and industry for student participants

Increase the student's career network by providing an avenue to communicate with PVAMU engineers currently engaged in the engineering profession

Mentee Responsibilities

- Prepare a list of your career goals and objectives to share with your mentor.
- Establish, with mentor, your explicit goals and objectives for the relationship.
- Assist in developing the Mentoring Agreement with your mentor.
- Commit to meeting with mentor on a regular basis. Establish how and when those meetings will take place. Tell your mentor how you prefer to get feedback.
- Complete progress reports and regularly reassess needs.
- Be proactive in requesting feedback.
- Review agreements reached in the Mentoring Agreement at regular intervals of the partnership.
- Keep an accurate record of your development and progress.
- Read and listen to your mentor's comments carefully and be open to different perspectives.
- Attend a mentee training session
- Attend all scheduled meetings with your mentor
- Take initiative to set up meetings with your mentor discuss:
 - Annual goals
 - Goal evaluation and discussion of feedback
- Behave professionally with the highest ethical principles.
- Exhibit a courteous, conscientious, and generally, businesslike manner, as you would in the workplace.
- Be on time for all meetings
- Dress appropriately for all functions

Commitment

- Accept responsibility for developing career plans and goals
- Prepare for mentoring meetings
- Take initiative when advice is needed

Flexibility

- Seriously consider the guidance you receive
- Recognize that your mentor has valuable professional and institutional experience
- Be open to new ideas and approaches

Openness

- Contribute to the relationship by sharing ideas
- Accept constructive feedback
- Be self-reflective so that mentoring needs and objectives are clearly articulated
- Be honest with yourself and your mentor