

HARVARD

ALUMNI ASSOCIATION



Mentor Programs

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Agenda

Agenda (30 Mins)

- Example Program Implementation – HCA
- Brainstorm mentor / mentee matching
- Brainstorm tips for successful mentor relationship

Anticipates outcomes

- An understanding of how your club might implement a mentoring program
- A practical approach to matching mentors with mentees
- “how to” guide for successful mentor / mentee relationships

HCA Example Program - Goals

The Harvard Club of Australia matches a small number of recent Harvard graduate (in last 5 years) financial members with senior members of the HCA . The goals of the mentoring program are to:

- allow recent graduates starting out in their careers to receive practical guidance and advice on career path & challenges
- support graduates of Harvard in coming back to Australia
- foster links between Australian Harvard alumni of different generations
- keep alive the relationship to Harvard and Harvard Alumni

HCA Example Program - Format

- Participants answer a simple questionnaire and provide CV
 - Industry
 - Are you looking for a particular type of Mentor?
 - Are you looking for a particular type of experience?
- Mentors and mentees are selected from among club members by the program convenors Yu Zhang and Susan Overall
- The program launches with a kick-off & networking event, provide tips to get most out of relationship
- The program formally runs for 6 months
- Mentors & Mentees form their own agreements about meetings and conversation – mentee driven
- Harvard Club supports the group through providing guidelines

Brainstorming – Brainstorm 1

Brainstorm Session 1

- What makes a good match for mentor / mentee
- What kind of questions should be added to the questionnaire that would help with matching

5 mins – brainstorm amongst table

5 – 10 mins – summarise output for group

Brainstorming – Brainstorm 2

What guidelines and helpful tips could you add to help make a successful relationship, building upon what HCA have provided

5 mins – brainstorm amongst table – what works, and what doesn't work

5 – 10 mins – summarise output for group

Brainstorming – Brainstorm 2

HCA recommendations

For Mentees

- Think about what you want to gain from the relationship
- Be responsible for organising meeting times and ensuring regular communication with your mentor
- Feel and be responsible for carrying out any tasks that you and your mentor have agreed

For Mentors

- Make an effort to meet with your mentee
- Guide your mentee
- Be open to your mentee's ideas – you might learn from them

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Goodluck!