



EACE Mentor Network's Guide for Mentees: Graduate Students

Prior to the first interaction with your mentee, check out these tips to help guide your conversations and ensure each of you (both mentor and mentee) have a meaningful experience!

1. Identify Needs

As a graduate student in your field, why are you seeking a mentor?

- To network with professionals in your field
- To seek advice and guidance on career advancement
- To explore different career fields and opportunities

In addition to your coursework and anything else you may be involved in as a graduate student, finding a mentor will help you engage in your field and guide you in your professional journey. It may also help you to build your network, which will be useful for your job search.

2. Identify Professionals to Engage

Once you have reflected on your goals for mentorship, take a look at EACE's Mentoring Network and see who might be the best fit to serve as your mentor. You might want to consider:

- Do I want to connect to a peer mentor (similar years of experience and work area) to compare notes, and gain a collaborator and friend?
- Am I looking for a professional who earned the same degree as me, attended the same graduate/undergraduate institution, or held a different educational background as me?
- Am I looking to connect with an entry-level professional who is in the type of role I am seeking after graduation?
- Am I looking for a mid-level or senior-level professional to help guide my future career path?
- Do I want to connect with a mentor who is local and can schedule meetings in-person, or would I prefer to connect virtually?

3. Prepare to Be a Model Mentee

Once you have reflected on your goals and identified a professional to be your mentor, prepare to be a model mentee by communicating effectively, setting expectations, and being open to the process. As a mentee, you will typically drive the relationship and outreach. Send invites for the first and all future meetings, and come prepared with conversation topics. Here are some ideas to discuss in your first meeting:

- Set expectations for how often you will meet, the types of topics you would like to discuss, and overall what your goals are for the mentoring relationship
- Ask questions about their educational background and experiences as a graduate student
- Ask questions about their work experiences, volunteer experiences, professional associations, committees, etc. to learn more about their career journey
- Share your career goals as well as anything you are currently working on as a graduate student, such as coursework, independent studies, thesis, assistantships, part-time jobs, campus involvement, etc.
- Always come prepared to meetings with an agenda/topics of discussion. Topics can include:
 - Professional development opportunities
 - Job search
 - Industry trends
 - Career goals
 - Workplace/coursework projects or challenges
 - Diversity, equity, and inclusion
 - Career values
 - Passions/hobbies

4. Tips for Successful Meetings with Your Mentor

With your mentor, work through the questions below in the first few meetings for optimal success in the relationship:

- Be respectful of your mentor's time. Try to avoid rescheduling whenever possible and always come prepared to meetings with an agenda of conversation topics, questions, etc.
- Show gratitude to your mentor and be an active listener.
- Be open to your mentor's perspective and develop trust.
- Understand that mentoring relationships have different dynamics, depending on the needs and goals of the mentor and mentee. For example, if you were seeking a mentor for networking, for your first professional job search, for a career transition, etc., and you accomplished that goal, it is helpful to determine whether the mentoring relationship will be short-term or long-term. At a certain point, connect on whether the relationship will be ongoing in the future.

Resource for more information: <https://www.insala.com/blog/how-to-be-a-good-mentee>