



THE OHIO STATE UNIVERSITY

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# Creating A Mentoring Program

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# Agenda

- Overview of Current OSUAA Mentoring Programs
- Types of Mentoring Programs
- Best Practices
- Taking it to the next level
- Alumni Group Examples
- How We Can Help





# AlumniFire

The screenshot displays the AlumniFire website interface. At the top, there's a navigation bar with 'Home', 'Ohio State', and 'Posts' links. A search bar labeled 'Search Buckeyes' and a user profile 'Lauren Luffy' are also present. Below the navigation bar, a banner reads 'Alumnifire for Ohio State works best when everyone from Ohio State joins. Invite fellow Buckeyes >>'. The main content area is divided into three columns. The left column features a user profile for 'Lauren Luffy '10' with a search bar and a list of services offered: Mentoring, Job shadowing, Resume reviews & feedback, Introductions & networking, Informational interviews, and General career advice. The middle column shows a 'LATEST ACTIVITY' feed with three entries: 'Bijal Patel '10 '17' (Marketing and Advertising • Columbus, OH), 'Brent Gable '07' (Customer Standardization Manager at OneSubsea • Oil & Energy • Houston, TX), and 'Matt Kramer '02' (Technical Services Manager at Alexin LLC • Mining & Metals • Convooy, OH, USA). The right column displays 'THE OHIO STATE UNIVERSITY' logo and a section titled 'The power of the Ohio State network' with a table of statistics: Informational Interviews (3,212), Resume reviews & feedback (2,085), Introductions & networking (2,023), Mentoring (932), Job shadowing (472), Relocation to my city (132), At a company that's hiring (1,490), and Seeking interns (353). At the bottom, there's a 'Grow the Ohio State Network!' section with social media sharing options for Facebook, LinkedIn, and Twitter. The footer shows the date 'Monday, March 19, 2018' and the time '1:36 PM 3/19/2018'.

Superior Alumni Network X

Secure | https://osu.alumnifire.com

Home Ohio State Posts ALUMNIFIRE Search Buckeyes Lauren Luffy

Alumnifire for Ohio State works best when everyone from Ohio State joins. [Invite fellow Buckeyes >>](#)

**Lauren Luffy '10**

Search Buckeyes

Post to the Job Board

Post to the Events Calendar

Post to the Bulletin Board

**I offer**

- Mentoring
- Job shadowing
- Resume reviews & feedback
- Introductions & networking
- Informational interviews
- General career advice

**About**

- BSArch, 2010
- Lives in Columbus, Ohio
- Works at The Ohio State University Alumni Association
- Works in Higher Education

**LATEST ACTIVITY**

New Members 30 Bulletin Board 2 Job Board Alumni Employers 2

Post to the Bulletin Board, Job Board, or Events Calendar

**Bijal Patel '10 '17**  
Marketing and Advertising • Columbus, OH

**I'm offering...**  
Introductions & networking  
Informational interviews  
General career advice

Save Welcome Contact

**Brent Gable '07**  
Customer Standardization Manager at OneSubsea • Oil & Energy • Houston, TX

**I'm offering...**  
Mentoring  
Relocation to my city  
Informational interviews  
General career advice

Save Welcome 2

**Matt Kramer '02**  
Technical Services Manager at Alexin LLC • Mining & Metals • Convooy, OH, USA

**THE OHIO STATE UNIVERSITY**

The power of the Ohio State network

How many Buckeyes are offering...?

|                            |       |
|----------------------------|-------|
| Informational Interviews   | 3,212 |
| Resume reviews & feedback  | 2,085 |
| Introductions & networking | 2,023 |
| Mentoring                  | 932   |
| Job shadowing              | 472   |
| Relocation to my city      | 132   |

How many Buckeyes are...?

|                            |       |
|----------------------------|-------|
| At a company that's hiring | 1,490 |
| Seeking interns            | 353   |

Grow the Ohio State Network!

Share on Facebook

Share on LinkedIn

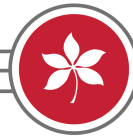
Share on Twitter

Monday, March 19, 2018 1:36 PM 3/19/2018



# Buckeye Pen Pals

## SIGN UP FOR Buckeye Pen Pals




**Get matched with an Ohio State student based on:**

- ➔ similar career interests
- ➔ similar Ohio State involvements
- ➔ geographic region



# Young Alumni Academy

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 **THE OHIO STATE UNIVERSITY**OFFICE OF VOLUNTEER RELATIONS  
**VolunteerMatch**


e.g., environment or mentoring


OPPORTUNITIES NEAR   
e.g., 90210 or New York, NY

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## Mentor Young Alumni in Central Ohio

[THE OHIO STATE UNIVERSITY ALUMNI ASSOCIATION, INC.](#)

 2200 Olentangy River Rd  
Columbus, OH 43210  
[Map & Directions](#)

 It's flexible! We'll work with your schedule.

**DESCRIPTION**

### What is Young Alumni Academy?

Young Alumni Academy (YAA) is a professional and personal development program for Young Alumni of Ohio State in the Central Ohio area. YAA is designed to provide a holistic experience, with each session building on the learning and insight from the previous one. Through this 10 month program participants will engage with one another, workshop presenters, and Ohio State and Columbus community leaders around a variety of personal and professional development topics. Session components will appeal to a variety of leadership learning styles and will include topics such as leadership, work-life balance, personal brand and much more.


While each session will be important, it is also important that each participant has someone to communicate with as each participant goes through the program. Each participant will be matched with an alumni mentor by the beginning of November and will be expected to communicate with their mentors once a month.

Young Alumni Academy members are young alumni of Ohio State (graduates of the last ten years).

### What are Alumni Mentor responsibilities?

Our hope is that participants of YAA will forge relationships with one another, but also meet alumni that are in their field, have had similar experiences, or are willing to help navigate the real world. We hope that by facilitating introductions, each mentor and mentee pairing will forge communications past the program.

For more information about Young Alumni Academy please visit [www.go.osu.edu/academy](http://www.go.osu.edu/academy)





# Types of Programs

- **1 on 1 Mentoring**
- **Group Mentoring**
- **One-time mentoring event**
  - **Speed mentoring**
  - **Mentoring panel**
- **Addition to a pre-existing event**





# Best Practices

## Signups & Matching

- Remember that mentoring is mutually beneficial - and advertise it that way! Show the value for both groups!
- Provide clear expectations for both mentors and mentees (i.e. time commitment, communications, follow-up, etc.)
- Allow mentors and mentees to choose how to be matched – however sign-ups for mentors and mentees will probably look slightly different
- Screen the mentors (and mentees) – helps with matching and creates accountability
- Don't underestimate how time-consuming hand-matching can be!



# Best Practices

## First Communication & Follow-up

- Can use a formal contract or agreement to add extra accountability
- Have mentees set goals – something to work towards
- Follow-up with mentors and mentees separately to see how the interactions are going
- Be willing to re-match, should matches not work out or respond

### NEXT STEPS:

#### 1. Setting Goals

Before you write your first email to your Pen Pal, set out your goals for this experience. This will help you clearly define your relationship with your Pen Pal so that you both gain from this experience in a positive way.

**What do you hope to gain from this relationship?** Networking? Advice? Tips? Think about why you chose to participate in this program and what you hope to gain from it.

**How often do you want to communicate?** Once a week? Monthly? Twice a month? There is no right or wrong answer here. It is up to you and your mentor based on your needs and schedules.

**When will your communication end?** For some, this connection will end at a determined point between mentors and mentees. For others, this relationship could last beyond graduation. Consider this as you set your expectations.

**What are you offering to your mentor?** Remember your pen pal is a Buckeye too! You are their connection to current Buckeyes and life at Ohio State. Be an enthusiastic example of today's students at Ohio State.





# Best Practices

## Training for Mentors

- Don't assume that people know how to mentor!
- Have an in-person training (if you can) – webinars work well too!
- Provide suggested topics or conversation guides to steer the conversation
- Continue to follow-up with resources regularly





# Taking it to the next level

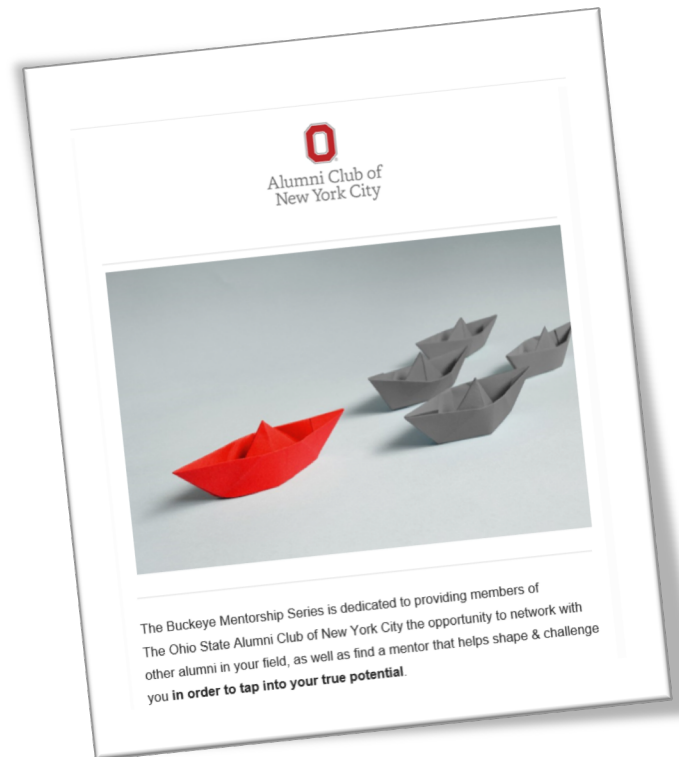
- Get creative! Think of additional enhancements for your mentors and mentees
- Host a mentoring event to allow an environment for your mentors and mentees to get to know each other (and other mentors/mentees)
- Have a special pre-function for mentors & mentees prior to one of your events
- Recognize and thank your mentors and mentees!
- Gather testimonials and stories from your participants to use in the future





# Program Examples

- College of Arts & Sciences Alumni Society
- Alumni Club of New York City
- Honors & Scholars Alumni Society
- College of Education and Human Ecology:
  - Hospitality Management
  - Fashion and Retail Studies





# How OSUAA can help

- **Help you create a plan, based on your goals and objectives**
- **Look over your plans and give feedback**
- **Host a sign-up page on Volunteer website**
- **Provide language for reaching out to mentors and mentees**
- **Help with resources to help prepare and train mentors and mentees**

Questions? Need Further Assistance?

Contact Lauren Luffy at [luffy.2@osu.edu](mailto:luffy.2@osu.edu) or 614-247-5984