University of Canberra Alumni Mentoring Program

Alumni Participant Manual

The University of Canberra (UC) Mentoring Program is designed to help UC students better Th(e)-6 (r)-2.8(r)-2.9 (t)-6 (u)4.7(understanding of the career options available to them, knowledge of industry, and increased confidence to enter the workforce. Mentoring is the process of sharing skills and experiences with other people who have less experience than you.

Students in the program are currently acting as mentors to first year commencing students at UC. As a reward for their hard work in settling in new students they are offered an alumni mentor.

Alumni express their interest in the program and then provide details about their professional experience, skills and interests. Mentors and mentees will fill out an 'about me' form that provides some essential information to assist with the pairing and act as an introductory point between the two parties. This information is then used to match students and alumni. These matches are based on a combination of industry, degree, locations, skills and interests.

Alumni are matched with a student for eight weeks. During this time the student and mentoentuth as 0.002mte.6(3-Jd 0)Td-0g accordance with the following University of Canberra policies:

- Charter of Conduct and Values - https://www.canberra.edu.au/Policies

- Human Rights and Discrimination Policy

Meetings

Meetings can take place over the phone, in person or using an online meeting tool such as Skype, Zoom or Google Meet. Mentors and mentees need to agree on the format for their meetings and the way in which they will communicate between meetings. Meetings are to take place in a public place where you both feel comfortable. You may wish to host meetings in your workplace or use the facili6.6 (s4 AMCIn(u)13.1h(t)-2.M6)-ee1(le)-3 (.)1 (-2.M6)-e m