



QUINSIGAMOND

Community College

NEWSLETTER Mentoring

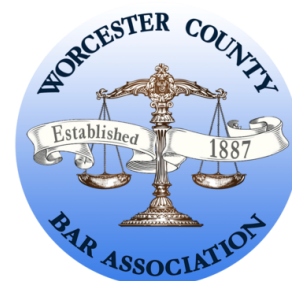
QCC Mentoring October Newsletter



The City of
WORCESTER



UMassMemorial
Medical Center



LETTER TO MENTORS:

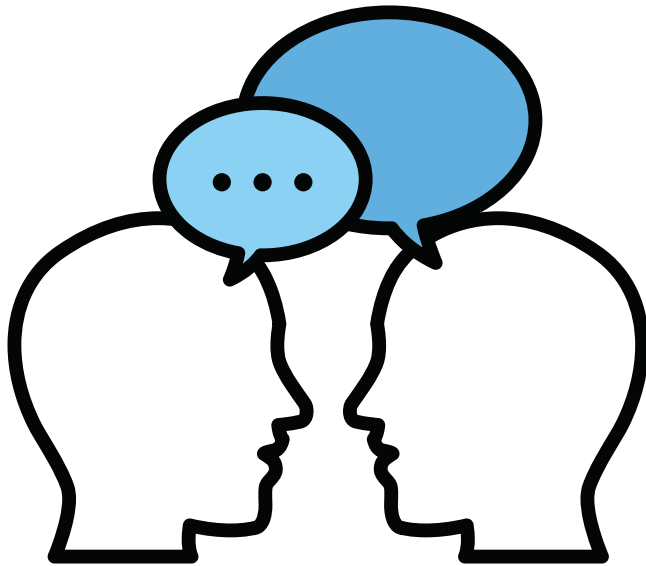
Hello Mentors!

Welcome to the start of the fall semester! Below you will find a Mentor Guide for the month of October. At the end of the guide, you will find links to relevant worksheets. You can also click on the following link <https://www.qcc.edu/events> for student events that you may want to pass along to your mentee.

Have a great and successful year!

-Kalan & Jen

We want you to feel supported as a mentor. Please email mentoring@qcc.mass.edu for assistance.



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***Making
Connections,
Building
Community***

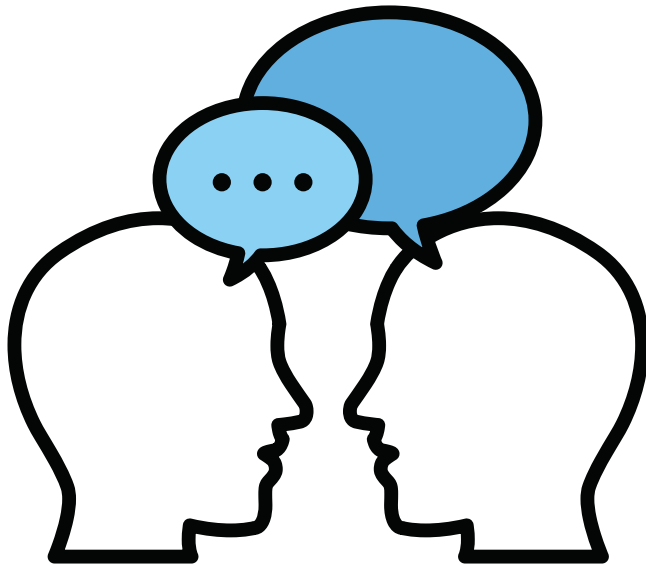
MENTOR GUIDE

Reminder:

Please set healthy boundaries with your mentees. Also, please be sure to engage and share experiences, as your energy and willingness to be present sets the tone for the meeting.

Introduction statements:

If this is your first time meeting your mentee, please introduce yourself, including your name, a brief description of your professional background, and a fun fact. Make sure to ask your mentee to state their name, the program they are in and a fun fact about themselves.



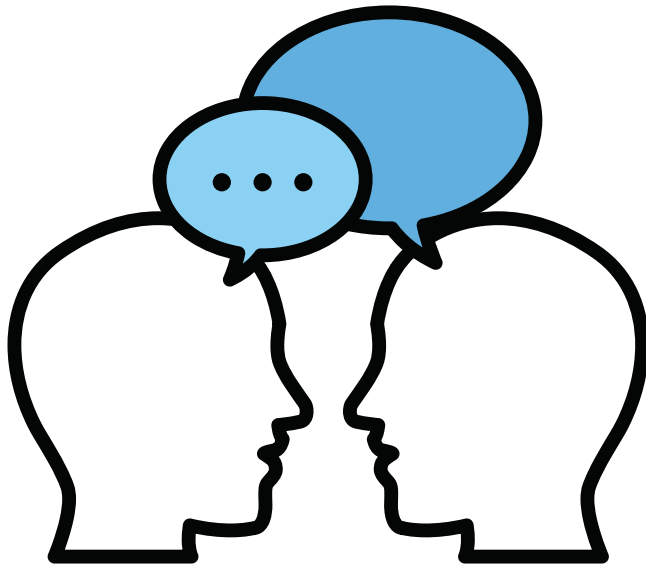
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MENTOR GUIDE

What is a mentor?

My role is different from a high school guidance counselor, a college academic advisor, or a professor. I am here to help you with professional development and personal growth. You have power to direct which way our conversations go every meeting and what you need support with, but every meeting I will have topics that we can also talk about to help begin the conversation.



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Boundaries

Establish boundaries to make you comfortable.

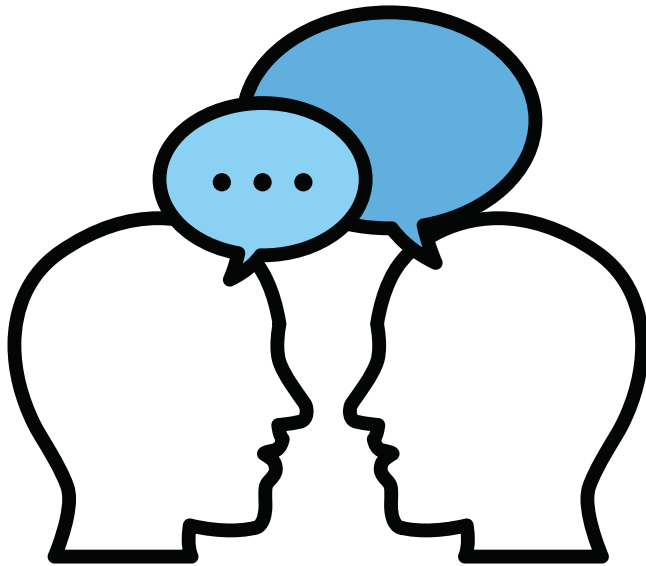
If you are okay with texting, phone calls, etc., let them know.

Do you have a time where they should not be contacting you past? (Ex. 10pm and after I won't reply)

No financial link. You cannot spend money on them.

No car rides. Just like a QCC employee, mentors cannot have students in their vehicles.

Any other boundaries that you have.



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Expectations

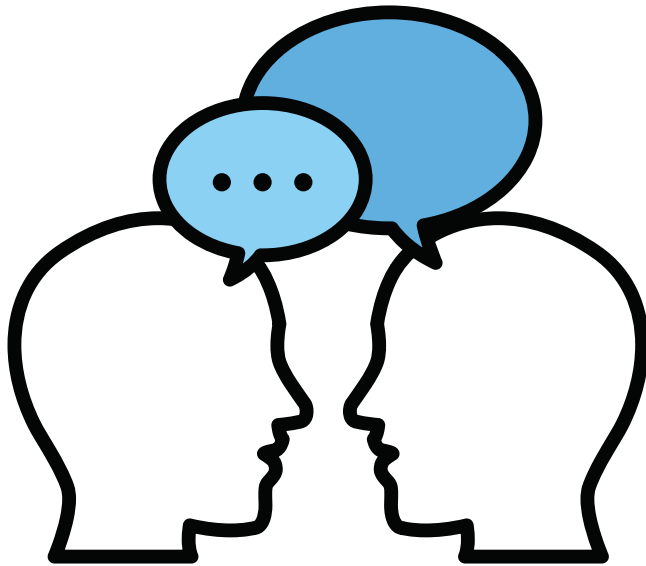
That you will meet at the agreed upon time.

If someone is running late or needs to reschedule, they will let the other party know as early as possible to be respectful of each other's time.

Goal Setting

I know you probably have set goals before, but we will talk about them in a unique way to begin.

To have goals that are easy to follow up on and for us to hold you accountable to the steps, we have to go into more detail.



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What are we going to do today is work on SMART goals.

S-Specific

M-Measurable

A-Achievable

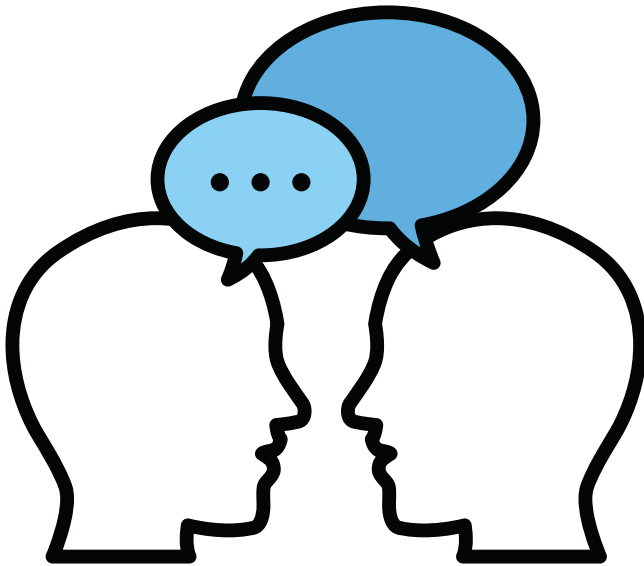
R-Realistic

T-Timely

With SMART goals in mind, let's make some goals for the semester together.

To help guide you, I have this sheet to help us think about goals in different ways.

Sharing your goals with me helps me to follow up with



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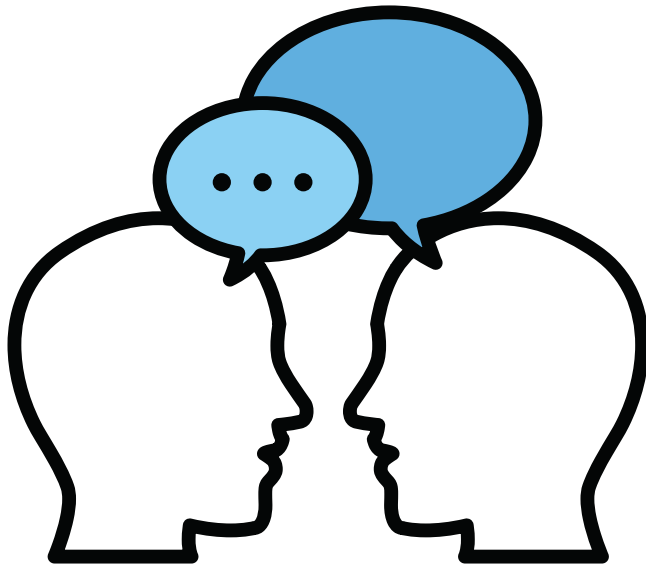
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MENTOR GUIDE

you and analyze the goals as the semester and year progress. I will not be sharing these goals with other people, as this is something that we are working on together.

Do you have any questions? Is there something you would like to work on next time that we didn't talk about today?

Let's set a date and time for our next meeting. You can also contact me in between meetings by the methods we discussed earlier.



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Links to Relevant Worksheets

(click on the following links)

SMART Goals

QCC Mentoring Fillable Goal Sheet