

Mentee Guidelines

The guidelines below are designed to ensure that both mentors and mentees benefit from their time together and grow from the experience. Our Central California PRSA mentorship program has been designed not only to encourage more people like you to pursue this fulfilling profession but to also prepare new PR and Advertising professionals to step right into that first job, ready for the challenges ahead. Our hope is that you gain new insights and confidence from this experience and recommend it to other students.

REQUIRED COMMITMENT:

- Mentees must meet virtually over a video platform or in-person in a public setting with their mentor.
- Meetings must occur at a minimum of once a month for an hour or twice a month for at least 30 minutes each. Mentors and mentee may mutually agree to additional meetings.
- Mentees must reach out to their mentor at least one additional time a month either via phone, email or text (whatever their mentor's preference) to ask questions or to share progress.
- All interactions must be held to workplace standards of professionalism and respect, including prohibitions against any sexual harassment or racist/sexist speech.
- Be on time for all meetings. Check in as agreed upon.
- Maintain confidentiality.

RECOMMENDED BEST PRACTICES

- Be prepared to share your goals for this experience from the beginning.
- Come to meetings ready with questions, projects you may need guidance on.
- Practice active listening.
- Build trust by sharing openly and keeping your conversations confidential.
- Be honest about your struggles and challenges.
- Do not expect your mentor to have all the answers, edit your papers or help you get better grades.
- Keep an open mind.
- Be honest with your mentor if communication styles are not working or if you don't understand something.
- Be willing to try new approaches and to stretch your skills and your comfort level a bit to evolve.
- If you are nearing graduation or seeking an internship, be sure to share your resume, job search plans and interview experiences.

If there are red flags, concerns with your mentor or how your meetings are going at any time, please contact MCJ Chair, Prof. Betsy Hays, at bhays@csufresno.edu.