

Tips for Your Mentorship: Student Protégé

Career Planning

- Map out a five-year career plan, including course selection if appropriate.
- Discuss majors or specific courses outside of a major that may be useful for the Protégé's desired career field.
- Target key professors in the Protégé's area of interest that they may want to connect with.
- Identify education, skills and accomplishments that are valued by employers and research the steps necessary to obtain them. Look up ideal job postings and develop a long-term plan to become a qualified candidate for such jobs.
- Research certifications that may be required for certain industries and look for courses that offer these certifications.

Networking Skills

- Research networking clubs or industry-specific groups on campus for your Protégé to join.
- Help your Protégé create an effective LinkedIn account and keep it updated.
- Look through both of your alumni networks for people in the Protégé's field to connect with.

Professional Development

- Research your Protégé's campus Career Center and look into any career advising or professional development services they offer.
- Keep informed of campus events to attend together, or events that may benefit the Protégé's professional development (i.e. career panels, visiting lecturers, volunteer activities, résumé or interview workshops, job fairs, etc.).
- Research the Mentor's company to see if there are professional development resources to be utilized (i.e. mock interviews, HR department résumé review, etc.).
- Invite your Protégé to your office if possible and show him or her a day-in-the-life of a corporate professional. You may want to schedule a lunch with colleagues, organize a job shadow or invite your Protégé to give a presentation on a corporate or military topic.

Internships and Jobs

- Help your Protégé develop a 30-second "elevator" pitch.
- Consider companies to target for internships and long-term career placement.
- Discuss professional protocol (i.e. sending thank you notes after an interview, appropriate professional attire, etc.).
- Help the Protégé assemble a professional portfolio including work/writing samples, academic transcripts and records, performance evaluations, letters of recommendation and copies of diplomas, awards or certificates.
- Consider writing a letter of recommendation for your Protégé.