What is mentoring?
It is an opportunity for students to develop personally and professionally by establishing a supportive mentoring relationship with a Trinity graduate. Students benefit enormously from the exchange of ideas with graduates who can share their wealth of experience. Students take responsibility in contacting potential mentors. Once a mentor accepts a student mentee request a mentoring relationship begins. As a guideline, aim for about three meetings of about an hour’s duration over a six month period.

What types of topics interest students?
- Exploring job roles and sectors
- Deciding what to do after College
- Practising job interviews, professional
- Finding jobs not advertised
- CV/LinkedIn profile reviews

Who is mentoring for?
- It is for alumni mentors with professional experience interested in sharing their expertise, and
- Final year and penultimate year students of all disciplines

At a Mentoring Launch event arranged by industry sector
- Get ideas on how to make the most of mentoring at the Mentor Briefing with the Careers Service.
- Names, job titles and employer names of alumni attending the event will be sent to students in advance.
- Alumni mentors are grouped by sector at the launch event to facilitate students finding you.
- It’s an opportunity to network with potential mentees.
- Introduce yourself to students. Be prepared to discuss your work/career and respond to student questions.
- Zone facilitators will be on hand to help make introductions.
- Let potential mentees know that you are registered with Trinity Alumni Online Mentoring and that you are willing to receive a mentoring request from them.
- Remember these events are an opportunity to speak with many students. The process of mentoring and in-depth conversations happens AFTER the event.

After a Mentoring Launch event
- Students will be encouraged to connect with you via Trinity Alumni Online Mentoring.
- Please register at: Trinity.aluminate.net and update your mentor profile.
- Respond to any mentoring requests from potential student mentees.
- Explain your availability and capacity to help.
- Once you accept a mentoring request follow up to arrange your first meeting.
Time commitment:
• Approx. 10 hours from the launch event to April.
• Attend the Mentor Briefing with Trinity Development and Alumni and the Careers Service prior to a Mentoring Launch event: 6-6.30pm.
• Attend the Mentoring Launch event: 6.45- 8.30pm.
• Meet Ups with Mentees: Approx. 3 meetings for approx. 1 hour over the following six months.
• Respond to a survey evaluation at the end of your mentoring relationship.

What’s involved for alumni mentors:
• Willing to assist students to better equip themselves for the labour market in which they have expertise through support, assistance & guidance.
• Register with Trinity Alumni Online Mentoring and agree to Mentor Guidelines and Mentor Agreement.
• Attend the Mentoring Launch Event and meet with potential student mentees interested in your industry/field/area of expertise.
• Where advice is sought outside your area of expertise suggest that the student seeks advice from the Careers Service in the first instance.
• Provide mentoring over a specific period of time, aim for six months initially
• To inform alumni@tcd.ie if there are issues connecting/communicating with mentees.

What’s involved for student mentees:
• Register with Trinity Alumni Online Mentoring and agree to Mentee Guidelines and Mentee Agreement.
• Contact potential mentors, to secure a mentor of choice.
• Schedule the first meeting.
• Keep meetings/ contact within parameters established by mentor.
• Be proactive, willing to meet with a mentor and prepare for meetings.
• Discuss and progress their career goals and expectations.
• Inform the alumni@tcd.ie if there are any issues connecting/communicating with mentors.

Role of Trinity Development and Alumni (TDA):
• Be the main point of contact for mentors and mentees at alumni@tcd.ie.
• Co-ordination of Mentoring Launch events.
• Manage Trinity Alumni Online.
• Evaluate events and mentoring relationships as they end.

Role of Careers Service:
• Co-ordinate and deliver briefing sessions to mentees prior to the Mentoring Launch event.
• Assist TDA to respond to mentoring related queries as required.
• Advise on referrals which may arise for mentors who feel mentees need expertise outside of their remit e.g. career planning/ information, decision making; personal issues; other.

Role of Schools:
• Promote the value of mentoring and attendance at events to penultimate year and final year undergraduate students.
• Encourage alumni to connect to Trinity Alumni Online.
• Facilitate at Mentoring Launch events.

More information on Mentoring—The Careers Service is here to help
Mentor handbook (available mid-September) at www.tcd.ie/Careers will help make mentoring a success for you
Students need more assistance? Encourage them to book an appointment with their Careers Consultant at
MyCareer — mycareerconnect.tcd.ie