



The BSAA serves the needs of the mentee participants by pairing them with willing alumni focused on advancing their academic, fraternal, personal and career goals. Undergraduate members are matched with an alumnus based on shared professional and personal interests.

Mentees will be required to develop a specific set of goals, which form the basis of the relationship. Mentors are asked to work with the mentee on advancing these objectives. Undergraduates will pick monthly group mentoring topics.

Clear understanding of mentor and mentee roles is essential to the matching process.

## **REQUIREMENTS**

- Mentors and mentees must assume the appropriate roles as defined below.
- Mentees and mentors must fill out their respective applications.
- Six-month minimum commitment. Mentors and mentees can reapply each semester.
- Alumni may be paired with more than one undergraduate.
- Undergraduates may only have one mentor at a time.

## **ROLE OF MENTEE**

- Provide mentor with sufficient information via application process.
- Responsible for facilitating the relationship and must invite mentor to help.
- Responsible for driving the relationship with clear goals to achieve.
- Should take initiative in scheduling meetings with mentors to discuss goals and progress.
- Communicate topics in advance to allow mentor to prepare for meeting.
- Keep scheduled commitments and provide advance notice of any conflicts.
- Be professional, courteous, and gracious in every interaction with mentor.

## **ROLE OF MENTOR**

- Provide mentee with sufficient information via application process.
- Meet with their mentees at least once per month.
- Lead the first call by following the discovery questionnaire.
- Use resources and experiences to speak to topics suggested by mentee.
- Attend meetings in a timely manner and provide advance notice of conflicts.
- Be professional, courteous, and gracious in every interaction with mentee.
- Serve in a supportive role, encouraging professional development and growth.
- Lead group mentoring when knowledgeable on monthly topics

