



Mentoring Program

Flash Mentoring Overview

Time can be limited for many people but that should not keep them from gaining valuable information from a professional nor should it hinder a professional who wants to give back to not have that option. Choosing from four different sessions (informational interview, mock interview, network building 101, or general career guidance), flash mentoring continues with the theme of flexibility that is valuable to the USG community.

Session Overviews:

Informational Interview: Allows you to gain valuable insight into a potential career, industry, company, or general advice from a “subject matter expert.” A good question to keep in mind in this session: *What information did they wish they knew before they embarked on their career?*

Example Questions:

Career Fit:

- What do you like most/least about your work?
- How did you become interested in this field?
- What was your steepest learning curve?
- Were there any career decisions you wish you had handled differently?

Industry Specific:

- What does a typical career progression look like in this field?
- What is changing about this industry?
- What are some challenges to working in this industry?
- Are there any important conferences or professional organizations you would recommend?

Company Specific:

- How would you describe the company culture?
- How does your current organization compare to others you have worked with?
- When accepting this role, what were some of the things you considered?
- How does this organization support your professional growth?

Role Specific:

- What are your favorite/least favorite parts of your job?
- What does a typical day or week look like?
- Do you work primarily independent or in collaboration?
- What skills are most important for this position?

General Advice:

- What should I be looking for in a future manager?
- What is important to highlight on my resume?
- What are the key skills I should be developing?
- Are there any job search tips you would recommend?



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Mock Interview: Practice refining your interview skills. Interviews can be nerve-wracking for anyone but with practice individuals grow in confidence and poise.

Tips:

- **Prepare:**
 - Research the industry, company, and/or individual you are speaking to. Make a list of questions you would like to ask the interview at the end.
 - Review your resume.
 - Prepare YOUR answers to questions such as:
 - Tell me a little about yourself and why you chose (insert company).
 - What are your key traits and skills?
 - How do you manage stress?
 - What are some of your accomplishments in school or the workplace?
 - Tell me a time you made a mistake. What did you do to alleviate or correct the situation?
- **Day of Interview:**
 - Dress professionally
 - Bring a copy of your resume, a notebook, and pen
- **Follow-Up**
 - Send a thank you email to the interviewer no later than 24 hours after the interview.

Network Building: Building and/or strengthening professional networks can lead to opportunities for career exploration, internships, or employment.

Tips:

- Create your elevator pitch and practice it in your session (you can use the template below):
 - Hello, my name is ___ and I am completing a ___ degree in ___ at (university). I am interested in a career (or position) in the ___ field/industry. I have been involved in ___ (college or off-campus) and developed skills in ___. I have also had an internship position (or worked at) as a ___ with ___ (company) and discovered that I really enjoy ___. Could you tell me more about ...?

FAQs:

- What type of networking should I be engaged in at this time of my education and/or career?
- What types of activities have you found to be most beneficial in this industry?
- What do you think makes for successful networking?



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Career Guidance: Career consultations provide an individual with personalized guidance and advice regarding their overall career path. *What career-related guidance would have properly helped them at the onset of their career?*

FAQs:

- What is the current job market in the industry?
- What do I need to focus on academically to prepare for a career in this industry?
- Can you help me identify three career development goals and action steps?
- Where can I find more information about jobs and careers in this industry?
What can I do with my major? What are the career paths open to me?
- What jobs, internships, group/association memberships should I participate in while in college to make me career-ready in this industry?