

ALISA'S ANGELS FOUNDATION

MENTORSHIP PACKET



Alisa's Angels.
Foundation



GOAL OF MENTORSHIP:

- THE MISSION OF THE ALISA'S ANGELS SCHOLARSHIP PROGRAM IS TO AID STUDENTS WHO HAVE SHOWN COMMITMENT TO THEIR COMMUNITIES. ALIGNING THE MENTORSHIP PROGRAM WITH THE MISSION STATEMENT OF ALISA'S ANGELS, THE GOAL OF THIS PROGRAM WILL BE TO HELP YOUNG PEOPLE GROW PROFESSIONALLY AND PERSONALLY TO BETTER SERVE THEIR COMMUNITIES.

YOUR ROLE AND HOW YOU'LL BE PAIRED:

- YOUR ROLE AS A MENTOR IS TO BE SOMEONE WHO IS ACTIVELY THERE FOR YOUR MENTEE, AT LEAST ONCE PER MONTH, FOR AT LEAST ONE HOUR.
- YOU ARE TO BE RESPECTFUL, GIVE ADVICE, AND CREATE A RELATIONSHIP WITH YOUR MENTEE THAT SHOWS TRUST AND HONESTY.
- ENCOURAGE PERSONAL AND PROFESSIONAL DEVELOPMENT BY AIDING THEM WITH BOTH PROFESSIONAL AND PERSONAL QUESTIONS THEY MAY HAVE.
- HAVE PATIENCE AND SHOW A POSITIVE EXAMPLE
- CVI TEST: ASSESSMENT ALL MENTORS AND MENTEES WILL TAKE IN ORDER TO FIND YOUR CORE VALUES AND PERSONALITY TRAITS IN ORDER TO BE MATCHED BASED ON WHO YOU ARE MOST SIMILAR TO
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EXPECTATIONS/ROLES:

- MONTHLY CHECK IN
- PROVIDE GENERAL MENTORSHIP TO MENTEES DEPENDING ON WHAT KIND OF MENTORSHIP MENTEES ARE LOOKING FOR
- MID-SEMESTER CHECK-IN
- ONE TO TWO WORKSHOPS WITH YOUR MENTEE PER SEMESTER
- FILL OUT EVALUATION FORM AT END OF YEAR FOR EACH OTHER



WHAT IS A MENTOR?

- A MENTOR IS SOMEONE WHO IS THERE FOR THEIR MENTEE, AND TAKES THE TIME TO LISTEN TO WHAT THEY HAVE TO SAY AND HELP THEM THROUGH IT, WHETHER IT IS PERSONAL OR PROFESSIONAL. A GOOD MENTOR WILL USE THEIR PERSONAL EXPERIENCES IN ORDER TO AID THEIR MENTEE IN ACHIEVING THEIR GOALS IN LIFE.

WHAT MAKES A GOOD MENTOR?

- BE A FRIEND: ESTABLISH A BOND AND A SENSE OF EQUALITY
- BE POSITIVE: HELP THEM DEVELOP CONFIDENCE THROUGH BEING THERE DIRECTLY FOR SUPPORT, PRAISE AND ENCOURAGE THEM WHEN WARRANTED, ENCOURAGE THEM WITH THEIR GRADES, OFFER DIRECT HELP WHEN NEEDED
- BE RESPECTFUL: RESPOND IN A WAY THAT SHOWS YOU UNDERSTAND THEIR SIDE; REASSURE THEM; WHEN GIVING ADVICE, FOCUS ON SOLUTIONS AND DON'T GIVE TOO MUCH AS TO DOMINATE THE CONVERSATION
- BE THERE FOR THEM: BE CONSISTENT AND GENUINE WHEN MEETING; DON'T APPEAR TO BE UNINTERESTED

HOW TO GUIDE YOUR STUDENT:

- LISTEN: LET THEM KNOW THEY CAN TELL YOU ANYTHING; ALLOW THEM TO VENT; DON'T ATTEMPT TO HAVE AUTHORITY OVER THEM
- ACTIVE LISTENING: FOCUS ON THE EMOTION BEHIND WHAT YOUR MENTEE IS SAYING. USE OARS ACRONYM (OPEN ENDED QUESTIONS, AFFIRMATIONS, REFLECTIVE LISTENING, SUMMARIZING)
- LET THE MENTEE GUIDE THE CONVERSATION: WHAT DO THEY WANT THE HELP WITH MOST; BE AWARE OF THEIR CUES; UNDERSTAND THAT THEY MAY HAVE A DIFFERENT STYLE OF COMMUNICATION AND IN HOW MUCH THEY DECIDE TO SHARE; SHOW THAT THEY CAN SAY ANYTHING WITHOUT JUDGEMENT
- HAVE REALISTIC GOALS FOR YOUR MENTEE: FOCUS ON THEIR DEVELOPMENT OVERALL, NOT JUST IN SCHOOL/ WORK; CREATE GOALS FOR THE RELATIONSHIP BETWEEN THE TWO OF YOU; EMPHASIZE FRIENDSHIP OVER THE MENTEE'S ACCOMPLISHMENTS
- REMEMBER YOUR RESPONSIBILITY IN BUILDING THE RELATIONSHIP: MAINTAIN CONTACT AND SHOW INITIATIVE WHEN REACHING OUT; LET THEM GET TO KNOW YOU



WORKSHOPS:

GOAL SETTING:

- FINDING AND DECIDING WHICH GOALS ARE MOST IMPORTANT
- SET SMART GOALS (SPECIFIC, MEASURABLE, ATTAINABLE, REASONABLE, TIMELY)

USING GOAL SETTING TOOLS:

- [HTTPS://POSITIVEPSYCHOLOGY.COM/GOAL-SETTING-EXERCISES/](https://positivepsychology.com/goal-setting-exercises/)

50 LEADERSHIP BUILDING ACTIVITIES:

- [HTTPS://CSLPROHT.ORG/WP-CONTENT/UPLOADS/2019/05/THE-LEADERSHIP-TRAINING-ACTIVITY-BOOK-50-EXERCISES-FOR-BUILDING-EFFECTIVE-LEADERS.PDF](https://cslproht.org/wp-content/uploads/2019/05/the-leadership-training-activity-book-50-exercises-for-building-effective-leaders.pdf)

2021 MENTORING SUMMIT VIDEO RESOURCES:

- [HTTPS://WWW.MENTORING.ORG/NATIONAL-MENTORING-SUMMIT-WORKSHOPS/](https://www.mentoring.org/national-mentoring-summit-workshops/)

LEADERSHIP DEVELOPMENT:

- [HTTPS://WWW.NMAC.ORG/WP-CONTENT/UPLOADS/2015/04/LEADERSHIP-DEVELOPMENT.PDF](https://www.nmac.org/wp-content/uploads/2015/04/leadership-development.pdf)

TIPS FOR WRITING COVER LETTERS AND RESUMES:

- [HTTPS://WWW.BOISESTATE.EDU/CAREER/VIRTUAL-CAREER-CENTER/VIRTUAL-WORKSHOPS-RESUMES-COVER-LETTERS](https://www.boisestate.edu/career/virtual-career-center/virtual-workshops-resumes-cover-letters)

LIST OF HIGH SCHOOLS:

- [HTTPS://WWW.NICHE.COM/K12/SEARCH/BEST-PUBLIC-HIGH-SCHOOLS/S/ARIZONA/](https://www.niche.com/k12/search/best-public-high-schools/s/arizona/)