WOMEN IN TECH MENTORING PROGRAM

2024 - 2025 MENTOR EXPECTATIONS

Who is eligible to be a Mentor?

- A TCCP member who is currently working in a tech-related position.
- While a Mentor isn't expected to have all the answers, Mentors can help Mentees make connections to get advice and guidance.
- Whether you have been a Mentor before or are interested in becoming a Mentor for the first time, all experience levels are welcome!

How are Mentors matched with Mentees?

- Ideally, Mentors will be matched with Mentees based on common career interests, regionality and / or graduation year although we recognize that this may not always be possible.

Is there training available for Mentors?

- **YES!** All Mentors will be asked to attend and participate in mandatory WIT Mentor Training.
- WIT Mentor Training will be held on Thursday, 10/3/2024, from 12pm – 1:30pm via Microsoft Teams.
- During this WIT Mentor Training, the following topics will be covered:
  o Goals and objectives of the WIT Mentoring Program;
  o The role of Mentor Coaches;
  o How to be a successful Mentor;
  o Best practices for success when working 1-on-1 with a Mentee;
  o Best practices for success when facilitating or co-facilitating a WIT Mentoring Group;
  o The role of the Mentoring Group Leader; and
  o Resources available for both Mentors and Mentees.

Is there ongoing support available for Mentors?

- **YES!** Three Mentor Coaches will be available throughout the duration of this year's WIT Mentoring Program to provide support and guidance to Mentors.
- There will also be an informal network for Mentors established in Microsoft Teams to help provide content, coaching and collaboration including an online forum for accessing & sharing information.

What are the expectations and time commitment of a Mentor?

- Attend virtual WIT Mentor Training on Thursday, 10/3/2024, from 12pm – 1:30pm.
- Attend virtual WIT Mentor Program kick-off event on Thursday, 10/17/2024 from 6pm – 7pm.
- Meet with assigned Mentee(s) at least once per month via phone, videoconference or in-person meeting.
- Co-facilitate assigned WIT Mentoring Group at least once per month working in partnership with other Mentor(s).
- Attend the in-person WIT Mentor Program wrap-up luncheon in April 2025 – tentatively planned for Saturday, 4/5/2025, from 11am – 1pm in the Harrisburg-area.
- Mentees will be encouraged to touch base with their Mentors on a regular basis. Mentors should be available for Mentees as needed between formal meetings.

How often do the WIT Mentoring Groups meet?
- WIT Mentoring Groups meet for 1 – 2 hours once a month, from October through April.
- WIT Mentoring Groups can meet virtually or in person – this is up to each WIT Mentoring Group's preferences.
- Each monthly WIT Mentoring Group meeting will be preassigned a discussion topic and Mentors will be provided with a facilitation guide.

How many Mentees are in each WIT Mentoring Group?
- Each WIT Mentoring Group will be comprised of 6 – 8 members (3 to 4 Mentees + 3 to 4 Mentors).
- Mentees assigned to each group will represent a variety of higher education institutions.

What are the expectations of a WIT Mentoring Group Leader?
- Mentoring Group Leaders are responsible for coordinating the date and time and method (virtual or in-person) by which Mentoring Group meetings will be convened.
- Mentoring Group Leaders are responsible for reminding Mentoring Group participants of the established dates, times and methods of the Mentoring Group meetings to maximize participation.

If you are interested in becoming a WIT Mentor, please complete and submit a WIT Mentor Application by Friday, 9/13/2024, at 12pm EST. To access the application form, please [click here](#).