Information for Mentees

U-M students are the Leaders and Best – show these trait at all times! As a 30 Minute Mentor participant, you are expected to present yourself in a professional and appropriate manner when interacting with U-M alumni volunteers. Attention should be given to your written communication, response time to emails, and even attire (business casual) when participating in on-campus sessions or video meetings with U-M alumni.

Since your session is only 30 minutes, please prepare in advance by reviewing your mentor’s bio information, researching them online, and bringing questions that will help you expand your knowledge and network.

Virtual 30 Minute Mentors - Student Expectations

• Make the initial contact with your assigned mentor within 5 business days. Your introductory email should include the following:
  o Your preferred method of contact. (Email, phone, Skype, Google Hangout, etc.)
  o Several meeting times during the day that would work well to connect. (date and time)
  o Your goals for their 30 Minute Mentor session.
  o Your background including major, graduation year, activities, clubs, and work experience (a resume may be attached).

• Approach the mentoring session with an open mind, professionalism and respect.
• Respond to communications from the mentor in a timely manner.
• Be appropriate in your requests of your mentor (in particular not asking for a job or an internship.)
• Complete the post mentoring survey (sent at the end of the month).
• Communicate questions or problems with the mentoring connection to the Alumni Association staff by sending an email to umalumnicareerservices@umich.edu.

What is Expected of a virtual 30 Minute Mentor?

• One time 30 Minute Mentor session with a U-M student who initiates contact.
• Approach the mentoring session with an open mind, professionalism and respect.
• Respond to communications from the student in a timely manner.
• Complete the post mentoring survey (sent at the end of the month).
• Communicate problems with the mentoring relationship to the Alumni Association staff by sending an email to umalumnicareerservices@umich.edu.

What is Not Expected of a Virtual 30 Minute Mentor?

• To offer jobs or internships to your student.
• To continue the relationship after fulfilling the 30 Minute session.

30 Minute Mentors is a service provided by the Alumni Association of the University of Michigan to students and alumni of the University. While the Alumni Association strives to identify relevant and high quality professionals to provide career advice, we cannot be responsible for screening or evaluating the quality of any advice provided by alumni mentors.