

# ENG MENTORS

ALUMNI-STUDENT PROGRAM



**Boston University** College of Engineering  
Career Development Office



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# Program Description

ENG Mentors is a virtual alumni–student mentoring program coordinated by the College of Engineering Career Development Office. Student participants are matched with alumni mentors for personal and professional development.

## Details

- 1 to 1 alumni–student matching
- Duration: 6 meetings over 12 weeks
- Scheduled at your convenience
- Approx. 2–3 hours/month
- Customizable experience

“My mentor helped me with advice from his experience that helped my personal, professional, and academic life **without any judgement**. He was encouraging and I am very grateful for this experience.”



# Timeline

The ENG Mentors program requires 6 meetings over 12 weeks, beginning the week before classes start each semester and ending prior to the start of finals.

This schedule is fully customizable for you and your match! Schedule at your convenience.

Approximate meeting timeline:



## Meeting 1

1 week before classes start

## Meeting 2

2nd week of classes

## Meeting 3

4th week of classes

## Meeting 4

6th week of classes

## Meeting 5

8th week of classes

## Meeting 6

10th week of classes

# Best Practices

Make the most of your time with your mentor.



## Commit

Honor your commitment to your match with transparent communication and follow through.



## Share

Express your experiences, lessons learned, hesitations, hopes, and dreams.



## Be Open

You *should* learn new things and perspectives in this program—welcome them!



## Focus

Keep your eye on the prize: professional and personal development!

# Mentoring Agreement

This agreement serves to establish a basis of mutual understanding between mentee and mentor regarding program expectations.

What does the mentee hope to get out of this program?

What expectations do you have of each other?

Who will be responsible for scheduling meetings and how will they be communicated?

If problems arise how will they be addressed? (scheduling, etc.)

\_\_\_\_\_

Mentee Name

\_\_\_\_\_

Mentee Signature

\_\_\_\_\_

Date

\_\_\_\_\_

Mentor Name

\_\_\_\_\_

Mentor Signature

\_\_\_\_\_

Date

# Meeting Planner

Use this sheet to plan meeting dates, times, and topics chosen from the following milestones pages.

## Mentee Contact Info

Name:

Phone:

Email:

Preferred Contact:

## Mentor Contact Info

Name:

Phone:

Email:

Preferred Contact:


MEETING #	TOPIC	DATE/TIME	MODE
Meeting 1	Get to Know Each Other		Zoom/ First Match Meeting
Meeting 2			
Meeting 3			
Meeting 4			
Meeting 5			
Meeting 6			

# Milestones

Choose 5 optional milestones to add to the 1 required milestone to create your personalized experience.

## REQUIRED


### Get to know each other

- 
- What brought you to BU?
  - What's your favorite thing about Boston?
  - What do you do outside of work/school?
  - What's the coolest thing you've ever built?
  - What's the last thing you read or watched that really made you think?
  - If you wrote a memoir today, what would it be called?
  - Looking back at the past year, what is one of your happiest memories?

## OPTIONAL

### Resume Feedback

#### Questions from mentor:

- 
- What is the target for this resume?
  - Does this resume reflect your desired career direction?
  - Are you representing all of your relevant experiences?
  - Do you have plans to tweak this for different opportunities? What tweaks are you considering?


#### Questions from mentee:

- What format or content suggestions do you have for me?
- Can you tell my career direction from the experiences and skills listed?
- What types of experiences should I target next to show my career direction?

## OPTIONAL

### Career Planning

#### Questions from mentor:

- 
- How far along are you in planning for after graduation?
  - How do you feel about your post-grad plan?
  - Is there anything about life after graduation that is making you nervous?

#### Questions from mentee:

- How did you choose your career path and how has it changed over time?
- What surprised you most about life after graduation?
- What do you know now that you wish you knew when you graduated?
- Have you ever second-guessed your life plans?



# Milestones

OPTIONAL

## Job/Internship Search Strategy

Questions from mentor:

- Where are you in your job/internship search process?
- What are you looking for?
- How do you go about finding jobs?
- Have you discussed your search strategies with anyone?
- What resources have you used (CDO, career fairs, networking, etc.)?

Questions from mentee:

- How did you find your last job?
- How are candidates hired at your company?
- Are there any search strategies you'd recommend I consider?

OPTIONAL

## Considering Grad School

Questions from mentor:

- Why are you interested in going to grad school?
- Where are you in the process of considering grad school?
- What are your target programs and universities?
- Have you begun your application?

Questions from mentee:

- What was your grad school experience like?
- What should I consider when looking at programs and universities?
- Can you review my application materials?
- What are the differences between project and thesis programs?

OPTIONAL

## Self-care & Well-being

Questions from mentor:

- How are you managing your work load?
- What are you doing outside of school to enjoy your time in college?
- Do you have any tried and true stress relief strategies?
- Have you considered connecting with student health services?

Questions from mentee:

- When you've encountered stress in your life, what have you found to be helpful in managing it?
- How do you manage your time?
- What do you enjoy doing outside of work?

# Milestones

OPTIONAL

## Identifying Opportunities

Questions from mentor:

- What do you consider your strengths?
- What are your areas for development?
- Have you ever received feedback from professors, supervisors, or peers? How did you react to that feedback?
- Do you know how to ask for feedback?
- What activities do you participate in that feel helpful in developing as a professional?

Questions from mentee:

- How did you gain experience in your areas of interest?
- How can I identify my blind spots?
- What resources and activities helped you find opportunities to develop professional skills and experiences?
- Is there anything I can do right now or in the next 1-2 years?

OPTIONAL

## Interests Over Time

Questions from mentor:

- When you think about the future, what do you see yourself doing in the short and long term?
- How do you envision your lifestyle after graduation?
- What is your biggest fear about your professional future?

Questions from mentee:

- How is what you're doing now related to your interests as a student?
- Did you ever have a moment of clarity about being on the right or wrong path?
- What do I do if my interests change over time?

OPTIONAL

## Networking

Questions from mentor:

- Have you ever participated in networking?
- Do you know what you can get out of networking?
- Is networking something that makes you nervous?
- What are some ways you can network during your time at BU? After BU?

Questions from mentee:

- What has networking done for you in your career?
- Who should I consider approaching for different perspectives about my career path?
- How can I prepare to have good networking experiences?

# Milestones

OPTIONAL

## Group Projects & Conflict

Questions from mentor:

- What has your experience with group projects been?
- Can you identify the strengths or challenges in your project group?
- What role do you tend to play in groups?
- How do you think you can leverage your unique skills to influence group dynamics?

Questions from mentee:

- How did group projects prepare you for your career?
- How do you navigate teamwork in the work place?
- What has worked well for you in navigating team dynamics?

OPTIONAL

## Making the Most of Now

Questions from mentor:

- What projects, groups, clubs, internships, or activities are you involved in currently?
- Have you thought about how to maximize your own experience there?
- Do you have the capacity to take on a leadership role? what would that look like?

Questions from mentee:

- How can I identify areas for contribution in my current life?
- What strategies can I use to improve my time management?
- What should I be looking for to make the most of my current experiences?

OPTIONAL

## Decision Making

Questions from mentor:

- When deciding between options in your career what factors do you want to include in your decision making process?
- How would you prioritize those different factors at this point in your life?
- Are there any people whose opinion you value that can ask for input regarding decisions?

Questions from mentee:

- How have you weighed different opportunities in your life?
- What factors have played into your professional decision making?
- How do I know what my values are?

# Milestones

OPTIONAL

## Interview Prep

Questions from mentor:

- What is your experience with interviews?
- What are you nervous about?
- What role are you interviewing for?
- Have you done research on the people you're interviewing with?
- Would you like to do a mock interview with me?

Questions from mentee:

- What are engineering interviews like?
- Have you interviewed people before? What are the markers of a good interview? A bad interview?
- Are there any surprises I should prepare for?
- What works for you in interviews?

OPTIONAL

## Mock Interview

Best used in meetings 4-6

In a mock interview the mentor will act as an interviewer and the mentee will act as a candidate going through a realistic interview. Mentors will provide mentees with feedback about their performance and tips to perform better.

Resources for mentor:

- [This guide](#) is a good primer if you don't conduct interviews in your workplace

OPTIONAL

## Job Offers & Negotiating

Questions from mentor:

- How does this position align with your short-term and long-term goals?
- Have you calculated projected living expenses and know what salary meets your needs and expectations?
- Do you know about alternative forms of compensation like a signing bonus, performance bonus, equity options and how to compare to a direct salary?
- Do you feel comfortable negotiating?

Questions from mentee:

- What do I do when I get a job offer?
- How can I tell if I should take the job or not?
- What if I don't get another offer?
- How do I approach negotiating?
- What should I say or not say when negotiating?

# Milestone Packages

Recommended milestone groupings for common career development scenarios.



## Active Job Search

1. Get to Know Each Other, pg. 8 \*\*
2. Resume Feedback, pg. 8
3. Job/Internship Search Strategy, pg. 9
4. Interview Prep, pg. 12
5. Mock Interview, pg. 12
6. Job Offers & Negotiating, pg. 12



## Exploring Options

1. Get to Know Each Other, pg. 8 \*\*
2. Interests Over Time, pg. 10
3. Making the Most of Now, pg. 11
4. Career Planning, pg. 8
5. Identifying Opportunities, pg. 10
6. Networking, pg. 10



## Maximizing College

1. Get to Know Each Other, pg. 8 \*\*
2. Making the Most of Now, pg. 11
3. Group Projects & Conflict, pg. 11
4. Identifying Opportunities, pg. 10
5. Career Planning, pg. 8
6. Decision Making, pg. 11



## Considering Grad School

1. Get to Know Each Other, pg. 8 \*\*
2. Considering Grad School, pg. 9
3. Resume Feedback, pg. 8
4. Group Projects & Conflict, pg. 11
5. Making the Most of Now, pg. 11
6. Self-care & well-being, pg. 9

\*\* required milestone

# Mentor Resources

Resources to better understand student life today.



## Academic Resources: Undergraduate

- [Academic Calendar](#)
- [Engineering Majors](#)
- [Program Planning and Degree Requirements](#)
- [Engineering Concentrations](#)
- [Engineering Tutoring](#)



## Academic Resources: Graduate

- [Academic Calendar](#)
- [Graduate Programs Office](#)
- [Program Requirements](#)



## Campus Services

- [Engineering CDO](#)
- [Handshake](#)
- [Pre-Professional Programs Office](#), pre-medical, pre-law, etc.
- [Engineering Groups & Clubs](#)
- [Campus-wide Groups & Clubs](#)
- [SILab](#), Singh Imagineering Lab
- [BTEC](#), Bioengineering Technology & Entrepreneurship Center
- [EPIC](#), Engineering Product Innovation Center
- [RASTIC](#), Robotics Autonomous Systems Teaching & Innovation Center
- [Student Health Services](#)

# Career Events

Find details, how to register, and more events on [Handshake](#).



## Career Fairs

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Engineering, Computing, Data Science, and Biotech Career Fair	Wed, Oct 10
All Majors Career Fair	Thu, Feb 8
Engineering Career Fair Collaborative	Fri, Nov 8

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## Select Career Development Events

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Resume Lab	Fri, Sep 6
Your Job Search Timeline	Fri, Sep 6
Internships for Intn'l Engineers (ugrad)	Tue, Sep 10
Alumni- Student Meet & Greet	Thu, Sep 26
Career Fair Prep Series	Oct 1 & 2

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# FAQs

## **Q: I haven't heard from my match recently, what should I do?**

A: First, reach out to them! If you don't have any luck with this, contact the program manager.

## **Q: How can I make scheduling as easy as possible?**

A: You are free to do whatever works for you, but past mentors have had success choosing a regular time to meet (e.g. every other Wednesday at 6pm) or using scheduling software such as Calendly.

## **Q: I don't think my match is right for me, can I switch?**

A: You don't know before you try! A lot of mentoring is based around professional experiences that happen in any and all industries. Though your match might not be exactly like you, there are likely transferrable experiences that are valuable regardless of background.

However, if after meeting you still don't think the match is quite right, have an honest conversation with your match about what you're looking for or able to provide and see how that lines up with their expectations. If it's not a good fit, reach out to the program manager.

## **Q: Will my mentor give me a job?**

A: Mentor relationships are non-transactional. No one is expected to request, offer, or receive any opportunity such as a job or internship offer, directly as a part of this program. There may be times when mentor/mentee relationships naturally and organically result in opportunities or referrals, but that scenario is the exception rather than the norm.



# Continuing Mentorship

Many program participants choose to stay in touch after the formal duration of the program is over. Here are some potential topics to discuss in the future.



## Checking-in

- How is it going?
- I'll be in your city soon, want to meet for coffee?
- What's new in your world since we last spoke?
- Have you seen this article? I thought it might interest you.



## Looking for New Opportunities

- Where do I start? What is an appropriate next step for me?
- What are my options inside and outside of my current position for professional development?
- Are you looking to make a pivot or stay on the same trajectory?
- What are your thoughts and ideas about what you'll pursue next?



## Navigating Challenges

- How should I approach this situation?
- I received negative feedback at work, what do I do now?
- What sense do you get about how challenges are typically navigated?
- Who are your allies, and what have they said?



## Thinking About What's Next

- How are you feeling now about your long term goals? How has that vision changed or stayed the same?
- Where do you think you've developed as a professional?
- What are your areas for improvement?
- Who else have you talked to about your next steps?



# Questions? Contact us.

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