Professional Mentoring Program Description
The Professional Mentoring Program is an opportunity for a senior student in any discipline to be matched with a mentor, who may be a Brescia alumna or community member. Mentoring is a great way to increase your communication and networking skills, help you prepare for your future career and transition into the professional work force, and an opportunity for you to develop your skills while learning from someone else’s experiences. Mentees participate in workshops, meetings, and professional development opportunities throughout the year with support from their mentor and the Student Life Centre.

Position Overview
This Student Coordinator role is a volunteer opportunity for a past mentee from the program to continue their professional development by assisting the Coordinator, Student Life & Learning in administering all aspects of the programs. The Student Coordinator will assist with program administration, curriculum development, workshop facilitation, mentee support, and other areas as needed.

Volunteer Functions & Responsibilities
The Student Coordinator will:
• Co-develop and co-facilitate mentee training sessions and mentor-mentee gatherings.
• Read and review participants’ assignments throughout the program and provide reflective feedback for participants through written communication and/or 1:1 peer-coaching sessions.
• Assist SLC Staff with the assessment and evaluation of the Professional Mentoring Program.
• Promote the Professional Mentoring Program and other leadership and involvement opportunities with the SLC to the Brescia student population.
• Actively participate and contribute to all meetings, training sessions, and ongoing professional development opportunities provided through the SLC.

Position Term & Commitment
• This role is an enriched volunteer position from April 2018 – April 2019.
• Time commitment: Estimate of three to a maximum of five (3-5) hours per week for the academic year (September – April). This may include some evening events. Commitment from April 2018-September 2018 is minimal.
• Attendance at all scheduled PMP sessions
• Regular weekly meetings with the Coordinator, Student Life & Learning

Supervision
The Student Coordinator is advised by the Coordinator, Student Life and Learning (CSLL), with whom they will be working closely to co-develop and facilitate the Professional Mentoring Program.
Qualifications
• Brescia student in third or fourth year of studies
• A cumulative average above 65%
• Ideally, candidates will have successfully completed one year as a mentee with the Professional Mentoring Program
• Strong organization, professionalism, and time management skills
• A willingness to learn; strong interest in mentorship, leadership, and coaching
• Ability to work independently, take initiative, and follow through
• Confident, personable, and comfortable speaking in a group setting and one-on-one
• Strong and consistent commitment to the Professional Mentoring Program

Benefits
This position offers a student the opportunity to develop a number of skills and opportunities for personal and professional growth, including:
• Opportunity for skill development with an emphasis on your personal goals
• Acquisition of valuable knowledge about mentorship and career development
• Provide peer coaching and support to program participants
• Co-facilitate workshops with the Coordinator, Student Life & Learning
• Opportunity to enhance transferrable job-related skills:
  o Professional communication, facilitation, and coordination
  o Presentation and public speaking
  o Program development
• Sponsorship to the Annual Student Leadership Recognition Event
• Official acknowledgement on your Co-Curricular Record: My Brescia Experience
• Meet new friends and have a great time!

For more information, please visit the Student Life Centre or contact us at bucstudent.life@uwo.ca.