

ASIAN/ASIAN AMERICAN STUDENT AFFAIRS MENTORING PROGRAM

Mentor Application Information, 2008-09

A) Asian/Asian American Student Affairs

Asian/Asian American Student Affairs (A/AASA) strives to guide, support, and empower students of Asian descent at Northwestern University. Through a variety of programs, services, resources, and opportunities for Asian and Asian American undergraduate students, A/AASA satisfies the identified needs and interests of these students and contributes to their intellectual, cultural, social, and professional development so that they may have fulfilling college experiences. A/AASA also serves as a resource to the Northwestern community as a whole.

B) Mentoring Program

In addition to other programs, A/AASA organizes a Mentoring Program for Asian and Asian American freshmen and transfer students.

The purpose of the Mentoring Program is:

- To provide new Asian and Asian American students with a support system to help facilitate their transition to Northwestern specifically and college in general.
- To acquaint new students with the Northwestern and Evanston environment.
- To provide opportunities for new students to connect with other Asian and Asian American students and A/AASA staff.
- To provide new students with an opportunity to think about what they want to accomplish in college and how they want to contribute to the Northwestern community, especially in relation to the Asian/Asian American community.

By participating in the Mentoring Program, mentees will:

- Have mentors who will ease their transition to Northwestern and introduce them to other students and social networks.
- Familiarize themselves with the Asian/Asian American community at Northwestern.
- Learn about what resources and services A/AASA provides to students.
- Know how to access resources and services around campus that will support and contribute to their academic, personal, and professional goals.
- Identify ways to contribute to the Asian/Asian American community specifically and the Northwestern community in general.

By participating in the Mentoring Program, mentors will:

- Communicate regularly with mentees to answer their questions and ease their transition to Northwestern.
- Meet occasionally with mentees to ensure they feel comfortable on campus.
- Introduce mentees to other students and social networks.
- Familiarize mentees with opportunities at Northwestern.
- Refer mentees to resources and services on campus.
- Assist other mentors with transitioning their mentees to Northwestern.

C) Mentor Role & Responsibilities

Mentors serve as a guide for Asian and Asian American freshmen and transfer students during their first year at Northwestern. Mentors assist new students in navigating the Northwestern community and act as a resource for helping them accomplish their academic, personal, and professional goals.

Being a mentor encompasses more than teaching specific skills and providing information for new students. It also involves providing mentees with advice, perspectives, and support during their transition to college and introducing them to new people and opportunities.

D) Mentor Qualifications

The ideal mentor will have will have these basic qualifications:

- Strong interest and commitment to being a mentor to new Asian and Asian American students by supporting them in their transition to Northwestern specifically and college in general.
- Interest in working collaboratively with fellow mentors and A/AASA staff in order to support each other in establishing and promoting a strong program for new students.
- Willingness and ability to model appropriate behaviors such as time management, goal-setting, and multi-tasking so new students gain tools, skills, and experiences to succeed in college.
- Demonstrated involvement in campus life, whether specifically in the Asian/Asian American community or general Northwestern community, and the capacity to encourage new students to get involved on campus.
- Strong communication skills that are used consistently.
- Status as an undergraduate student at Northwestern.

E) Mentor Expectations

As a mentor in the program you will be expected to maintain:

- Respect and courtesy for all program participants and staff.
- Active participation during the fall and winter quarters.
- Consistent communication with mentees, fellow mentors, and A/AASA staff.
- A positive attitude about sharing resources, opportunities, and experiences with mentees.

F) Mentor Requirements

As a mentor in the program you will be required to:

- Read and sign the mentor contract.
- Attend or submit all parts of mentor training.
- Submit biweekly check-up reports.
- Revisit mentoring action plan (see part G “*Application Process*” below).

G) Application Process

Application process (three parts):

- Part 1: Application
- Part 2: Paper-based training with quiz
- Part 3: Mentoring action plan

Part 1 – Application:

Firstly, prospective mentors must complete the accompanying mentor application. See the mentor application for deadlines and submission instructions.

Part 2 – Paper-Based Training with Quiz:

Secondly, upon submission of the completed mentor application, applicants will receive attachments for the paper-based training and quiz as well as instructions for the training and quiz.

Part 3 – Mentoring Action Plan:

Thirdly, upon submission of the completed quiz, applicants will receive a template for the mentoring action plan as well as instructions for the plan. Once the completed mentoring action plan is submitted, the application process is finished pending the final decision of acceptance into the program.

Decisions:

- Mentors will be fully accepted into the program based on consideration of all three parts of the application process listed above.
- The application itself serves two purposes: (1) to express interest on the part of applicants to be in the program, and (2) to state preferences for matching with mentees.
- Submitting the application does not guarantee acceptance into the program. Full consideration occurs when the other two parts of the application process are completed.

H) Mentor Training

After mentors submit an application, the next phase is training. The first two parts of training (paper-based training with quiz and mentoring action plan) are factored into decision-making regarding whether applicants are accepted into the program as mentors. The last two parts of training (orientation session and program retreat) occur after all mentors are accepted into the program. Training consists of the following parts:

Required:

- Complete a paper-based training with quiz (summer).
- Complete a mentoring action plan (summer).
- Attend an orientation session (early fall).

Recommended:

- Attend a program retreat (early fall).

I) Matching

Matching will take place after the first deadline of July 31, 2008. Subsequent matching will take place if more applications are submitted by the second deadline of August 31, 2008.

Mentees and mentors will be matched according to preferences stated on the respective applications and according to availability. The mentee-to-mentor ratio will be at least 1-to-1 and at most 2-to-1. All efforts will be made to accommodate everyone's preferences, but ideal matching is not guaranteed. The needs and preferences of mentees will take precedence over those of mentors.

And instead of mentoring families as the Mentoring Program has arranged in previous years, mentoring families will be replaced by your "friends network" identified in your mentoring action plan. More information about your "friends network" will be provided after submitting your application.

J) Questions?

If you have any questions about the Mentoring Program, please contact:

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