

# Mentor-Mentee Resource Guide

UCSF First Gen Mentorship Program



#FirstGenUCSF  
#CelebrateFirstGen

*we're  
first  
gen...*



*are  
you?*



**UCSF First Generation Support Services**  
500 Parnassus Avenue, Millberry Union, 100W  
San Francisco, CA 94143  
firstgen@ucsf.edu

[firstgen.ucsf.edu](http://firstgen.ucsf.edu)

Welcome to the First Gen Mentorship Program. We are thrilled you are either enrolled as a mentee or mentor.

This guide is a great resource in how to navigate a mentor/mentee relationship.

If you need assistance, please do not hesitate to reach out to Alece Alderson ([alece.alderson@ucsf.edu](mailto:alece.alderson@ucsf.edu)) or First Generation Support Services ([firstgen@ucsf.edu](mailto:firstgen@ucsf.edu)).



The First Gen Mentorship Program was created to support UCSF First Gen students by connecting them to faculty, staff, alumni, postdocs, and residents. Mentors can bring in a fresh perspective, normalize struggles, help first gen students navigate through their academic and professional endeavours, ask the hard questions, and serve as a source of inspiration and support.

We have heard time and time again from successful first generation college professionals that one of the most significant factors in navigating through their degree programs was having good mentorship. This is particularly salient in graduate/professional school, where students are socialized in the implicit culture of their professions.

This mentorship program is intentional and dedicated to finding the best match possible.

If you have questions or feedback about your experience regarding the First Gen Mentorship Program contact First Gen Support Services.

## Mentorship

### Mentorships provides:

- Professional development
- (Emotional) support
- Intellectual community
- Information resource
- Role models
- Accountability
- Sponsorship
- Access to opportunities
- Reciprocity
- Impartial sounding board
- and more...



### Mentorship – What are the benefits?

#### *As a mentee*

- Being able to change/achieve your goals more quickly and effectively than working alone
- Building a network of expertise to draw on can benefit both yourself and others

#### *As a mentor*

- Mentoring is voluntary but extremely rewarding
- Can benefit your own skill development and career progression
- Seeing your mentee succeed and grow both professionally and personally
- Learn more on what makes a [good mentor](#).

### Mentorship – What makes a great mentee?

- Be worth the time and energy
- Understand that you contribute to the relationship
- Know what you want and ask for what you need
- Be prepared and personable
- Take action on the advice; run through doors opened for you
- Show gratitude, honesty, and respect
- Add value to the mentee/mentor relationship
- Learn more on what makes a [good mentee](#)

## Navigating the Mentorship Experience

Once paired it is important to set up an introductory meeting within two week of being matched to get the process started. Figure out if the introductory meeting should be best in person, phone, or online (e.g. Skype/Zoom)

### Steps to a Successful Mentorship Experience

#### *Creating Joint Goals and Expectations*

Successful mentorship experiences stem from setting clear goals and expectations for one another. During your initial meeting spend time discussing expectations from each other.

- What are your expectations, hopes, and goals from each other during this interaction?
- What method of communication works best for you (text, emails, phone, skype, zoom, etc.)
- How often should we meet? (Set realistic availability—some mentors meet once a week, while others may meet once a month or quarter. There are no prescribed amounts of time; do what works best for your pairing)
- How will you spend your one-on-one time together?
- How much notice should be given if we need to cancel a meeting? If we do need to cancel a meeting how should we contact one another?

#### *Initial Meeting*

Suggested questions to ask during initial meeting (both mentee & mentor).

- What does it mean to you to be First Gen?
- How has your background helped you to this day?
- What are your professional interests and goals?
- What are your hopes, dreams, aspirations, and fears? (If comfortable sharing)

#### **Tips for Mentors\***

- Don't be afraid to assign homework in between meetings
- Hold your mentee accountable for action items
- Tell your story in how you got to be where you are today
- Share your success and failures
- Don't assume anything about your mentee
- Celebrate their achievements big and small

#### **Tips for Mentees**

- Nurture your mentorship relationship
- Follow up with mentors
- Communicate and let your mentor know your professional goals
- Remember a mentee can have more than one mentor
- You don't always have to follow a mentor's advice but listen to it and evaluate if it is best for you.

\*More tips for mentors can be found the [UCSF Alumni page](#)

## Navigating a Failed Mentorship Relationship

### Reasons for a Failed Mentorship Relationship

- Poor communication
- Lack of open communication and/or failure to communicate tactfully
- Inability to listen
- Lack of commitment
- Personality differences
- Conflict of interests

### What Happens if a Mentor/Mentee Pairing Loses Contact or is Not a Good Fit?

This happens sometimes, but it best to address the issue early on than leave someone hanging or unresponsive. Life sometimes becomes busy and a mentor/mentee may become limited with the time and attention that a mentorship needs. Discussing early on how to address if a mentor/mentee relationship isn't working, will help alleviate the pressure when/if it is time to make a decision. If a mentor or mentee is feeling trapped and is seeking advice on how to end a mentorship relationship, please email Alece Alderson or First Generation Support Services.