



## THE YHS ALUM-TO-ALUM MENTORSHIP PROGRAM

The York House School alum community is a vibrant global network of York House graduates with diverse knowledge, skills, and experience who are located all around the world. Our YHS Alum-to-Alum Mentorship Program provides opportunities for alumnae to engage, network, and learn from one another wherever they are. Once paired together, mentors and mentees, are able to come together for career exploration and guidance, and oftentimes, forge long lasting professional relationships.

### THE YHS ALUM-TO-ALUM MENTORSHIP PROGRAM IS FOR INDIVIDUALS:

- Seeking personal and professional development opportunities, e.g. interpersonal skills;
- Interested in networking with experienced professionals and entrepreneurs;
- Developing a short or long-term career plan;
- Transitioning and/or exploring career options;
- Searching for the right career path, job research, and interviewing advice.

### PROGRAM SPECIFICS

- Once you are both matched and connected, It's important to discuss mentorship expectations and boundaries. Once agreement has been reached on the mentorship timeline, a form of communication with your mentor or mentee is recommended once or twice per month. This can be done in person, over the phone, by email, or using Zoom/FaceTime.
- The more successful mentorship experiences are as a result of a shared goal pathway, clear expectations, consistent communication, and a desire to work and learn from each other.
- The Alum Office will contact you via email to check in and request an update.

### PROGRAM GUIDELINES

To make this experience as successful as possible for both mentor and mentee, we ask that you please follow these guidelines:

- The Alum Mentorship Network comprises of alum who have generously volunteered to assist fellow Yorkies. Trust and confidentiality between mentor and mentee are key to the mentorship program.
- Mentors should approach the relationship with an open mind and provide honest feedback.
- Mentors should try to balance their suggestions and encourage their mentees personal and professional growth.
- Mentors are volunteers. They should not expect or accept rewards or financial compensation in return for support offered to the mentees.
- Mentors and mentees should not disclose, share, duplicate, or distribute their partner's personal information without his or her consent.

- Mentors and mentees are expected to maintain professional conduct at all times during the mentorship relationship.
- Mentees must be honest in their presentation of issues and be respectful to their mentors at all times.
- The program is not intended to provide mentees with employment from mentors or their organizations. Mentees should be careful not to directly solicit employment from their mentor unless the mentor has made the suggestion.
- Introduction to a mentor's extended network is a privilege. Please respect the relationship boundaries in those circumstances.

## **YHS MENTORSHIP PROGRAM CONTACTS**

Ita Kane-Wilson, Associate Director, Alum Relations at [ikane-wilson@yorkhouse.ca](mailto:ikane-wilson@yorkhouse.ca) with questions related to:

- YHS Alum-to-Alum Mentorship Program information
- Use of YHS Connect (profile creation, technical concerns, etc.)
- Changing your contact information
- Changing or cancelling your involvement in the YHS Mentorship Program
- Participating in Alum events

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