# Statistical Sciences
# Alumni Mentorship Program
# Guidebook for Mentors

## 2023-2024

**Department of Statistical Sciences,**

**University of Toronto**

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# A Letter to our Mentors

Dear distinguished alumni,

It is a pleasure to welcome you to the Statistical Sciences Alumni Mentorship Program. As a mentor, you will have the opportunity to work with undergraduate students in the Statistical Sciences Program and guide them in their transition from the classroom to the workforce.

We sincerely hope that the mentoring experience will be enriching for both the mentors and fellow students. It is our goal to provide an environment of learning and cooperation where the mentor's legacy can be passed down to the current undergraduate students.

Every effort has been made to match you with the best candidate. Once the matching process has been completed, the student will be responsible for contacting you (the mentor) and keeping the Mentorship Program informed of their progress. We would be delighted to hear from you at any time.

Should you have any questions, comments, or feedback, please contact the Mentorship Programs Coordinator, Ivan Nguyen at ivan.nguyen@utoronto.ca. We truly appreciate your participation in this program, and we hope that you will enjoy the experience.

Wishing you a fantastic 2023-2024 year!


*Department of Statistical Sciences, University of Toronto*

# What is the Program About? An Introduction

The Alumni Mentorship program aims to provide a platform, where the students in the department of Statistical Sciences at U of T can communicate, learn, and build long lasting relationships with their respective mentors who have graduated from university and understand the students' experience.

Mentors often have long-lasting effects on the development of the students beyond the boundary of a classroom. This mentorship program creates an opportunity for our undergraduate students to develop and practice important skills needed for the workplace. It allows the participant to become more informed about the industry, consequently allowing them to make knowledgeable career choices whether it is graduate school or entering the industry.

In addition, it is a great opportunity that allows the participants to experience the professional setting. It helps our students create their network of contacts with individuals in their areas of interest.

# Program Format

Prior to the launch of the program, mentors will be asked for a short biography detailing their professional experience. Students will be able to access these biographies, and they will then pick their top 3 mentors that they want to connect with. Matches will be created based on their selections to ensure a meaningful relationship is established between mentors and mentees.

**It will be the student's responsibility to initiate contact with their mentor.**

Communication and meetings will be held in a mix of in-person and virtual settings. The goal of these meetings is to provide students with some insights about the "real world," especially as it pertains to seeking employment upon graduation. No doubt they will have many questions about everything from interview skills to corporate culture, and even about your own university experience. You will likely find that the topics raised by students will range from the general to more practical; a sample list of some of the most common questions can be found near the end of this handbook for your reference.

**Confidentiality:** Every effort is made to ensure that the confidentiality of both the mentors and the program participants are maintained. The information collected may only be used for the purpose of the mentorship program.

**Professionalism:** It is the program's goal to acquaint the students with the level of professionalism that is acceptable to the mentors. They will look to you to set the tone for acceptable levels of professionalism – please feel free to exercise your judgments and respond in the way you are most comfortable, but do bear in mind that for the students, learning the conventions of acceptable professional interaction is crucial. This applies to electronic and telephone communication.

**Withdrawal from Program:** If either you or your student feels that the mentor-student relationship is not benefiting either party, please contact Ivan Nguyen, the Mentorship Programs Coordinator at ivan.nguyen@utoronto.ca. We will try our best to match you with a different student or engage with us in another capacity.

## Timeline

| Date | Activities |
|---|---|
| September 5, 2023 | Deadline for alumni to apply |
| September 24, 2023 | Deadline for students to apply |
| September 27 – October 2, 2023 | Students select their top 3 mentors |
| October 6, 2023 | Matches between mentors and mentees created |
| October 16, 2023 | Deadline for students to send introduction email |
| October 19, 2023 | **In-person** Kick Off event |
| September 7 – December 8, 2023 | Fall Semester |
| January 9 – March 28, 2024 | Winter Semester |

Mentors and mentees are encouraged to meet at least **twice per semester** in order to build a meaningful relationship. We encourage you to meet more than twice a semester if possible.

## Benefits of The Program

| FOR YOU | FOR STUDENTS |
|---|---|
| The satisfaction of knowing you are helping students understand the unfamiliar and often daunting world they will face after graduation | Access to wisdom and expertise |
| Heightened profile as an active supporter of your community | Opportunities for self-assessment |
| Valuable practice to help develop your coaching and leadership skills | A personalized career-development plan |
| Heightened self-awareness | Greater understanding of current business practices |
| The pleasure of giving back | Introduction to business networks and related supports |

## Resources

| Sample Questions a Student May Ask | |
| --- | --- |
| What are the things you find personally rewarding and satisfying in your career? | What are the typical entry-level positions in this area and their salary levels? |
| What are the things you find frustrating or disappointing? | How long should I expect to stay in an entry-level position and where can I go from there? |
| What do you do in a typical day? | Does the work present a challenge? Does it hold your interest? |
| What skills or abilities are important to be successful in this field? | Are there occasions when the workload become extreme? |
| What kind of experience is needed for this occupation? | What are the average earnings? Are there regular increases? |
| Is a graduate degree necessary for this occupation? | How many hours per day or week does one work? |
| What extra-curricular activities or volunteer experience should I pursue to help me prepare for a career in this area? | Is travel part of the job? |
| What kinds of summer/part-time positions did you have that you feel contributed significantly to your career? | What are the opportunities for advancement? For transfer? |
| What sort of job could I be doing right now which might prepare me for this kind of work? | In what way do you feel your Statistical Sciences education contributed to your career? |