

St. Louis School
SL Mentorship Programme (SLMP) 2014-15

Obligations of the Mentor

As a mentor of the Mentorship Programme (SLMP) 2014-15, you are obliged to:

1. take good initiatives to keep close contact with your mentee and meet him for at least three times throughout the mentorship period (which starts from now till 30 November 2015);
2. commit to the programme in the entire mentorship period;
3. attend the following functions of SLMP 2014-15:
 - a) the Launching Gathering on 10 January 2015 at St. Louis School;
 - b) the Easter Gathering on 18 April 2015;
4. advise the mentees to prepare the followings to Mr. So Ho Yin (steven_shy@stlouis.edu.hk) :
 - a) an action plan by 28 February 2015 on the proposed schedule and format of meetings agreed between you and your mentees;
 - b) annual report by 30 November 2015;
5. properly handle the information of and related to your mentees and not to disclose such information to any unauthorized persons.

To be Completed by the Mentor

I accept to be a mentor of the SL Mentorship Programme (SLMP) 2014-15. I hereby authorize the Careers Team of St. Louis School to release my particulars to my mentees in SLMP 2014-15

Mentor's Name : (English) _____ (Chinese) _____

E-mail : _____

Mobile No. : _____ Year of Graduation : _____

Title / Position : _____ Company's Name : _____

Signature : _____

Date : _____

SL Mentorship Programme (SLMP) 2014-15

Purpose

To enhance the exposure of SLS students through sharings and interactions with experienced professionals and senior executives.

Benefits to Mentees

Through the interaction with the mentors, the mentees shall:

- (1) broaden their social and personal perspectives;
- (2) obtain advice for career planning and development and
- (3) build up useful networks for future development.

Schedule (for S4 mentees in 2014-15)

Date	Events/activities
18 November, 2014	Briefing for mentees
10 December, 2014	Deadline for applying as mentors
10 January, 2015	Launching Gathering (Lunch & sharing session themed on banking industry)
18 April, 2015	Easter Gathering (Hiking & sharing session themed on engineering industry)
July 2015	Inter-school Career Quiz Competition
4 July 2015	Joint School Mock Interview
30 November 2015	Submission of Annual Report (Mentees)
February 2015	Publication of Newsletter

Benefits to Mentors

Through mentorship, mentors would inspire students with real world experience at personal level, thereby grooming future leaders for the society, setting a role model for the young generation and shouldering personal social responsibility by contributing to the Hong Kong community.

In addition, it is considered that the mutual exchanges between mentors and mentees provide a platform for the mentors to better understand the younger generation and their life and other values so as to have a better view on ways to attract the right talents and stay young at heart!

Criteria of Mentors

- ✧ Alumni of St. Louis School
- ✧ From diverse fields including banking / finance, engineering, health care, legal, accounting and business administration, etc.
- ✧ With more than 3 years of working experience

Programme Design

Mentorship Period	December 2014 – December 2015 <i>(Mentees are encouraged to keep in touch with their mentors beyond the official mentorship period to interact with the mentors, which would be conducive to your continuous development, and more importantly, to become lifelong friends)</i>
Matching	Based on career interests of students as far as possible
Programme Details	<ul style="list-style-type: none">● 10 January 2015 : Launching Gathering● 18 April 2015 : Easter Gathering● Throughout the year: mentors and mentees are given the discretion to decide on the mentorship arrangements and meetings● While no specific rules are in place, the mentors and mentees are encouraged to meet at least three times throughout the year, apart from regular phone / email communications, so that the objectives of the programme can be fulfilled.
Reporting	To facilitate the mentees to reflect what they have gained from the Programme, mentees will be asked to submit an annual report . Mentors and mentees are always welcome to share with us their mentorship experience and remarkable moments from time to time.