

St. Louis School
SL Mentorship Programme (SLMP) 2015-16

Obligations of the Mentor

As a mentor of the Mentorship Programme (SLMP) 2015-16, 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 2016);
2. commit to the programme in the entire mentorship period;
3. attend the following functions of SLMP 2015-16:
 - a) the Lauching Gathering on 9 January 2016;
 - b) the Easter Gathering on 16 April 2016;
4. advise the mentees to prepare the followings to Ms. Ng Kar Wai Vivien (viviennng@stlouis.edu.hk) :
 - a) an action plan by 28 February 2016 on the proposed schedule and format of meetings agreed between you and your mentees;
 - b) annual report by 30 November 2016;
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) 2015-16. I hereby authorize the Careers Team of St. Louis School to release my particulars to my mentees in SLMP 2015-16.

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

E-mail : _____

Mobile No. : _____ Year of Graduation : _____

Title / Position : _____ Company's Name : _____

* Please complete the fillable form and send to Mr. Chan Shui Leung (slchan@stlouis.edu.hk).

SL Mentorship Programme (SLMP) 2015-16

Purpose

To enhance the exposure of SLS students through experience sharing and interaction 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.

Remarks for Mentees (S4 students in 2015-16)

Date	Events/activities
27 November, 2015	Deadline for applying as mentees
18 December, 2015	Deadline for applying as mentors
9 January, 2016	Launching Gathering (Lunch & Sharing Session)
28 February, 2016	Submission of Action Plan (Mentees)
16 April, 2016	Easter Gathering (Hiking & Sharing Session)
July 2016	Inter-school Career Quiz Competition (held by True Light Girls' School)
2 July 2016	Joint School Mock Interview
30 November 2016	Submission of Annual Report (Mentees)

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!

Remarks for Mentors

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

Programme Design

Mentorship Period	December 2015 – December 2016 <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">● 9 January 2016 : Launching Gathering● 16 April 2015 : Hiking & 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.