



## Bristol Mentors Information Guide

### Introduction

Thank you for expressing an interest in supporting Bristol Mentors. Bristol Mentors hand-matches students at Bristol who meet widening participation criteria with Bristol alumni to provide career-focused mentoring.

The aim of Bristol Mentors is to:

- support students by providing guidance and advice
- help students set goals and identify opportunities
- develop key skills in preparation for the world of work
- give insight into industries that interest them
- give insight into the transition between University and the working world
- build students' confidence as they prepare to take their next steps

This document provides more information about the project. If after reading this document you have further questions, please get in touch.

### Who are our Mentees? - Widening Participation

Students that are eligible for Bristol Mentors are undergraduates from a range of different groups. They are students meeting University widening participation criteria that may have encountered a variety of educational or environmental challenges in gaining entry to Bristol and during their studies.

Students who meet widening participation criteria are those who are typically under-represented in Higher Education, including students from minority ethnic groups, mature students, students from postcode areas with low progression to higher education, disabled students, and students from aspiring schools.

### The Programme

If your application to join the Bristol Mentors programme is successful, you are then eligible to take part in programme activities and work with a student within our mentoring cycle. As well as 1:1 mentoring our programme activities include speaker and panel events, career blogs and networking opportunities.

## Your Partnership

When you are matched with a student:

- You should expect the mentoring partnership to last from **September – June**, however we will be in communication with you throughout, so you know in advance of your expected time commitment.
- Mentors and mentees are expected to work together regularly for the duration of the programme.
- Mentors and mentees should expect to work together for 1-2 hours per month as a recommended minimum.
- Meetings can take place in person, over the phone or using video call (e.g. Skype, Zoom, FaceTime).
- Where possible, we encourage mentors to arrange practical opportunities for mentees to gain insight, for example: work-place visits, shadowing, or opportunities to meet other professionals working in your industry. This may also be done online, for example by shadowing a team meeting or meeting colleagues over zoom.
- We do not consider emails as key interactions, though we do expect you will engage with your mentee via email to check-in and to arrange contact.

The Bristol Mentors partnership will end in **June**. There will be check in points, and resources, shared throughout the year to help you reflect on how your partnerships are going. Bristol Mentors and the University of Bristol will not be responsible for the relationship with your mentee after the end of the formal partnership.

## Meetings

We encourage mentors and mentees to meet in person when possible or if not via video calls. Where necessary, travel expenses can be requested to support students and mentors travelling to meet one another. You can contact the Bristol Mentors team for more information on travel expenses.

## Confidentiality & Safeguarding

As part of the mentoring relationship, you are likely to discuss personal details in relation to your work and career. Similarly, your mentee may talk to you about their experiences. Therefore, the content of your conversations should remain confidential. You should discuss confidentiality at the outset of the relationship and revisit this agreement when necessary.

## Student Welfare

If at any point you have concerns about the mentoring relationship, or about the safety and welfare of your mentee or others you should discuss this with the Bristol Mentors team.

Your role as a mentor is to provide professional support and guidance. If you believe your mentee might benefit from extra pastoral or wellbeing support, please contact the Bristol Mentors team or University staff, and we will be able to signpost the appropriate University services. Bristol Mentors has the support of the Student Wellbeing Service, and the University of Bristol is investing significantly and providing resources to support students' wellbeing. We will give more information on this in the training for mentors, before matching takes place.

## Next steps

Alumni apply to become a Bristol Mentor, and if successful, will join the Bristol Mentors programme, meaning you are eligible to be matched with a student mentee. If selected to be a mentor, we will support you with online training and guidance throughout the programme.

We usually aim to involve more alumni in the programme than we have students, so that we are well placed to match each student with a mentor that has experience relevant to them. This means that we cannot guarantee every successful applicant will be matched with a student mentee. However, we run several additional activities for the students such as speaker and panel events, career blogs and networking opportunities so even if you are not matched, you will be able to get involved in supporting students.

You can apply to join the programme at any time throughout the year and begin your journey as a Bristol Mentor.

## Thank you

Thank you for your interest in Bristol Mentors. If you require more information or wish to discuss anything in more detail, please get in touch.

### Bristol Mentors Mailbox

[alumni-mentoring@bristol.ac.uk](mailto:alumni-mentoring@bristol.ac.uk)

Sophie Davison – Engagement Officer

[Sophie.davison@bristol.ac.uk](mailto:Sophie.davison@bristol.ac.uk) | 07580 552 150

Robbie Fox – Alumni Mentoring Coordinator

[robbie.fox@bristol.ac.uk](mailto:robbie.fox@bristol.ac.uk) | 07738 982 881