



**Mission of the UST Insights Mentoring Program:**

Sponsored by Career Services Center and the Alumni Office, the mission of the UST Insights program is to create a forum for students to gain knowledge about careers and industries by pairing them with UST alumni who will provide the benefit of their professional experience and insight.

**Student Overview:**

Students will develop a network of resources that will help them achieve their career goals. Students will learn about career development and have their career questions answered. They may also have the opportunity to attend professional meetings and job shadow, in addition to learning about industry trends, the hidden job market, and the power of networking, interviewing strategies, and much more!

**Mentor Overview:**

Mentors and students are encouraged to meet/communicate at least once per month throughout the spring semester. This includes meeting in person outside of UST, phone calls and emails. There will be three scheduled opportunities on campus for the cohort to meet as a group to encourage networking amongst all participants and to give an opportunity for students and mentors to meet in person. Mentors will be contacted by the Alumni Office once per month during the program to see how the mentor/student relationship is progressing.

The program will provide alumni an opportunity to continue service to the University of St. Thomas, as well as, encourage a common bond between alumni and current students while providing students with real world insight into careers. Alumni will also expand their professional network by meeting fellow alumni who work in a variety of industries.

**Meeting Dates:**

January 8, 6:00 PM – “Meet Your Mentor”

- Alumni will meet their mentee and learn about the program
- Attendance by all participants is REQUIRED

February 24, 5:30 PM – Etiquette Dinner and Networking Night

- Students will have the opportunity to learn from National Etiquette Expert and author Diane Gottsman (To learn more about Diane Gottsman visit [www. http://dianegottsman.com](http://dianegottsman.com)).

March 18, 6:00 PM – Resume Round Up

- Attendance is strongly recommended
- Mentees will have the opportunity to meet employers and alumni from various industries while receiving help on their resumes

April 15, 6:00 PM – “Shared Insights” event at Canopy

- Mentors and mentees are encouraged to share their experience from the program and network with one another
- UST alumni guest speaker will provide real world insight to students preparing to enter the job market
- Attendance by all participants is REQUIRED

Mark your calendar for each of these events. **Meeting attendance and staying connected with your student outside of meetings is vital to the success in the USTinsights Mentoring program.**

**Application Deadline:**

All applications must be received in the Alumni Office by noon, November 14, 2014.

Alumni Office  
Attn: Monica Clem  
3800 Montrose Blvd  
Houston, TX 77006  
Fax (713) 831-7223  
[alumni@stthom.edu](mailto:alumni@stthom.edu)

If you have questions about the program, your application, or other services offered by the Alumni Office, call 713-942-3498.



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A PROGRAM DESIGNED TO PROVIDE CAREER INSIGHT FOR UST STUDENTS BY UST ALUMNI

### Mentor Application

Name: \_\_\_\_\_

Preferred Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Gender:  Female  Male Preferred Method of Communication: Email \_\_\_\_\_ Phone \_\_\_\_\_

UST Degree: \_\_\_\_\_ Graduate Year: \_\_\_\_\_

Additional Degree(s),  
Graduation Year(s),  
& Universities \_\_\_\_\_

Hobbies / Interests: \_\_\_\_\_

#### Employment Information:

Current Employer: \_\_\_\_\_ Job Title: \_\_\_\_\_

Industry: \_\_\_\_\_ Years in Industry: \_\_\_\_\_

Primary Responsibilities: \_\_\_\_\_

Other relevant experience that  
should be considered when  
matching you with a student. \_\_\_\_\_

Have you even been a mentor in UST Insights \_\_\_ Yes \_\_\_ No

To apply to be a mentor in UST Insights, submit the following to the Alumni Office.

- Completed Application Form
- Resume

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All applications must be received via mail, email or fax by noon, November 14, 2014.

UST - Alumni Office  
Attn: Monica Clem  
3800 Montrose Blvd  
Houston, TX 77006  
Fax (713) 831-7223  
[alumni@stthom.edu](mailto:alumni@stthom.edu)

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