OVERVIEW
Arcadia University’s Alumni Career Mentor Program facilitates developmental relationships between alumni and current students. Mentors help students cultivate key competencies by offering professional expertise and diverse workplace perspectives.
MENTOR-MENTEE MATCHING
The Office of Career Education, in partnership with Alumni Relations, cannot guarantee exact major-to-career-path matches between alumni mentors and student mentees. Mentor/mentee partnerships should be established primarily based on shared collegial experiences, as well as academic, professional, and personal interests. NOTE: Mentees must be 18 or older.

MENTEE GOALS
Take Initiative
Gain Professional Insight
Offer a New Perspective
Be Open to Ideas
Suggest Activities
Follow Through

SHARED GOALS
Connect in Open Spaces
Outline Expectations
Compare Schedules
Exchange Contact Info
Stay in Touch
Develop an Exit Strategy
Cultivate a Friendship

MENTOR GOALS
Integrate Career Preparation
Encourage Independence
Share Knowledge
Teach Networking Skills
Provide Guidance
Meet 3 Times Each Semester

CHOOSING A MENTOR IN HANDSHAKE
1. Log into arcadia.joinhandshake.com, then complete your profile
2. Select the Career Center from the top menu
3. Choose Mentoring from the left menu, then select Find Mentors from the top right tab.
4. Select any Mentor’s Name to review his/her bio.
5. Review several mentors’ bios before choosing to connect with one specific mentor.
6. From the mentor’s bio page, select the blue box labeled Request Mentorship.
7. Then, select Request Message. Type a brief introduction and why you want the mentorship.
8. Finally, select the green box labeled Create Mentorship.
9. The mentor will accept or decline the mentorship.
10. You will receive a notification: “Congratulations! Your mentorship has been approved.”
11. To connect with your Mentor in Handshake, select Mentoring, then My Mentorships

For more information, visit www.arcadia.edu/MentorGuidelines.

The Office of Career Education
careerhelp@arcadia.edu
215-572-2939