



FACULTY OF MEDICINE ALUMNI MENTORSHIP PROGRAM VIRTUAL FOR 2020

PROGRAM GUIDELINES

Program Overview

Co-created by the U of T Medicine Alumni Office and the Class of 1T8, the Faculty of Medicine Alumni Mentorship Program is a fantastic way for students to connect with MD alumni in a one-on-one conversation. This is an opportunity to receive advice and insight into the field of medicine and grow your professional network. Above and beyond specializations, the mentorship program helps students build a meaningful professional relationship with an experienced physician.

The Faculty of Medicine Alumni Mentorship Program is open to all U of T MD students. All MD alumni are eligible to be mentors.

NOTE: Due to the COVID-19 pandemic, the 2020-21 program will be held virtually.

Program Timeline

August	Student mentee application submission Alumni mentor volunteer registration Mentor and mentee matching
September	Email introductions sent to mentors and mentees
October	Mentor and mentee check-in (Alumni Office to follow-up with all students to ensure they have made contact)
December	Mentorship Program ends

Program Commitment

Once matched, student mentees and alumni mentors must meet **once** (virtually). After this meeting, there is no obligation to continue meeting. However, student mentees and alumni mentors are welcome to continue meeting for as long as both find mutual benefit. Future meetings are encouraged but not

mandatory.

Participating in the Mentorship Program

Students interested in participating in the program must complete the online application form available at: <http://medicine.utoronto.ca/form/md-mentorship-program-mentee-application>

Alumni interested in participating in the program must complete the online application form available at: <http://medicine.utoronto.ca/form/md-mentorship-program-mentor-application>

All students and alumni will receive email confirmation that their application has been received.

Matching Process

The matching process is facilitated by the Faculty of Medicine Alumni Relations Office. Students and alumni will be matched based on professional interests and/or mentorship goals.

Students will receive an email introduction with their assigned mentor including contact information.

Following the introduction, students must initiate contact with their assigned mentor within five business days.

Responsibility

The Alumni Mentorship Program is **student-driven**. Students are responsible to initiate and maintain all communications. Students must coordinate convenient meeting times and locations with their alumni mentor; students are expected to have their webcams on for virtual “face-to-face” meetings. (Students will be respectful of their mentor’s time, ensuring they are on time for meetings and responding to emails/phone calls in a timely fashion.)

In advance of your mentorship meeting, students should prepare an agenda with conversation topics and/or questions to maximize the full benefit of the meeting. This can be a short list of discussion points to help guide the conversation. Before this meeting, email the agenda to your mentor so that they have time to prepare.

Discussion topics can include career planning, decision making, work/life balance, opportunities and challenges of the profession.

Meeting Duration and Location

The duration of the meeting should be between thirty minutes to one hour (or longer if schedules allow) and should be held at a mutually convenient time and place. Students are encouraged to be flexible to accommodate the mentor’s schedule.

Zoom, FaceTime, Google Hangouts or other video conferencing platforms can be used for meetings.

Mentorship Closure

At the end of program, a survey will be sent to all participants requesting feedback from their mentorship experience.

Connecting with More Alumni Mentors

After meeting with their assigned mentor, students can connect with a second alumni mentor. Please contact Karen Lee, Alumni Relations Officer at kare.lee@utoronto.ca