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**Mentor/Mentee Suggested Activities**

* Discuss what the mentee needs to be doing now to be marketable and employable at graduation. Mentors should offer suggestions and help the mentee lay out a monthly or yearly strategic plan.
* Review mentee’s professional resume, cover letter, LinkedIn profile and/or elevator pitch.
* Encourage mentees to join Toastmasters or other soft-skill enhancing program.
* According to their chosen degree and interests, encourage mentees to join professional organizations as a student member.
* Invite your mentee to shadow you or an associate for a few hours or for an entire day. Mentees want to learn outside the classroom and gain hands-on experience.
* ****Share with the mentee relevant career articles and encourage him/her to subscribe to and read relevant magazines and journals. Discuss key relevant aspects of these articles.
* Involve the mentee to join you in a civic engagement project to spend valuable time together.
* Invite your mentee to join you at a social activity where other professionals or clients are involved. Teach your mentee how to network.
* Discuss how the mentees classes are progressing.
* Discuss the mentee’s professional attitude, presence and conduct. Critique and suggest improvements on handshake, smiling, posture and articulation.
* Have your mentee identify and research his/her career choice. Have a follow up discussion on the mentee’s findings.
* Offer the names of associates to the mentee for the purpose of meeting and further discussions and/or networking.
* Invite mentee to attend a morning staff meeting, a professional association meeting or client meeting.

**Mentor/Mentee Suggested Activities continued**

* Encourage the mentee to connect with the mentor on LinkedIn. Critique the profile together and discuss the benefits of LinkedIn.
* ****Discuss the importance of internships.
* Discuss projects and developments in your company or industry.
* Discuss the difference between “business professional” dress and “business casual” dress.
* Encourage students to meet with their career counselor in the Career Development office for career assessments, resume review, mock interviewing and job/internship searching. They should call the office at 973-720-3291 to make an appointment.
* Invite your mentee to an event, lunch or for coffee. Encourage participation at Meet and Greets on campus and attendance at Pesce Family Mentoring Institute program dinners.
* Talk about your experience and how you got started. Share your challenges and successes.
* Enjoy your relationship with your mentee and take time to learn from the next generation.
* Report your successes to the Pesce Family Mentoring Institute.