

# EXAMPLE: MENTORSHIP STRUCTURE & TIMELINE

## THROUGHOUT A SCHOOL YEAR

The following timeline is an **example** of how the program may be structured over the course of a school year. The structure and schedule can be adjusted based on the needs, availability, and goals of the participating school and organization. Each event and activity is designed to create meaningful interactions between students and mentors while fostering skill development, career exploration, and personal growth. Example activities for events are linked in the description section.

MONTH	EVENT	DESCRIPTION
AUGUST	Program Planning	JMG Specialist and Corporation senior leadership meet to plan events
SEPTEMBER	Mentor Recruitment	Corporation leadership communicates program structure and expectations to employees and places a call out for volunteers.
OCTOBER	Program Launch	<b>Kickoff Event</b> A high-energy event to introduce students, mentors, and program goals. Mentors on-site at the school.
NOVEMBER	Team Building Workshop 1	<b>Building Connections</b> Students and mentors work together on an activity inspired by the corporation's work. Students on-site at the company.
DECEMBER	Career Exploration	<b>Industry Insights</b> Professionals from the company present on their career paths, roles, and required skills. Students on-site at the company.
JANUARY	Resume and Goal Setting	<b>Mentor-Guided Skill Session</b> Mentors help students create or refine their resume. Mentors on-site at the school.
FEBRUARY	Team Building Workshop 2	<b>Problem-Solving Challenge</b> Mentors lead students in an activity that reflects their company's problem-solving process. Students on-site at the company.
MARCH	Interview Skills	<b>Mock Interviews</b> Students participate in mock interviews with their mentors, receiving real-time feedback on their performance. Mentors on-site at the school.
APRIL	Reflection and Networking	<b>Personal Growth Reflection Session</b> Students and mentors reflect on the program's impact. Mentors on-site at the school.
MAY	Program Culmination Ceremony	<b>Celebration Dinner</b> Celebrate the program's success and recognize student and mentor contributions. Held at a local restaurant.

## ONE TIME EXPERIENCE

For organizations that may not have the capacity to commit to a full-year mentorship program, a **One-Time Career Mentorship Experience** provides a meaningful way to engage with students while still making a significant impact. These single-session events allow professionals to share their expertise, provide career insights, and help students develop essential skills for their future.

### Events ideas include:



#### Career Talk Series

inspire and educate students about opportunities in various career fields while highlighting the skills and education required to succeed.



#### Professional Panel

provide students with an opportunity to explore diverse career paths within the organization's industry, learn about the education and skills required for various roles, and understand the impact of these careers on their community.



#### Mock Interviews

provide students with a realistic interview experience, enabling them to practice professional communication, refine their resumes, and build confidence in their career readiness.



Scan or visit [ouryouthsolutions.org/mentorship](https://ouryouthsolutions.org/mentorship) for school year and one time experience resources.