



Mentoring Programme

Support for professional and personal development
through experienced mentors

The Mentoring Programme is a cooperation between
the University of St.Gallen (HSG) and HSG Alumni.

Central idea

Who would not appreciate considered advice and sympathetic support? In Homer's *Odyssey*, Mentor is a friend whom Odysseus entrusted with raising his son Telemachus during his absence. Mentor was Telemachus' constant companion and imparted advice. The personal name Mentor has become synonymous with an exemplary advisor and educator.

The mentoring concept at the University of St.Gallen (HSG)

The mentoring programme promotes students at the Bachelor's, Master's and Ph.D. level in their personal development and professional growth. The University of St.Gallen provides a suitable framework for the mentoring through connecting experienced persons (mentors) with students (mentees), and providing advisory services to all involved.

Mentors from a variety of fields who are interested in the development of young people accompany students over a period of two years. Mentoring at the University of St.Gallen is an objective process, but it is also a personal relationship between two persons who stay in regular contact. The exchange of knowledge, opinions and views supports the students in coping with current challenges, reflecting on individual experiences and gaining a profession-oriented vision. Mutual goodwill and respect are the keys to a successful mentoring relationship.

The mentoring programme – a partnership between the University and HSG Alumni

The mentoring programme is a cooperation between the University of St.Gallen and HSG Alumni to promote an exchange of knowledge between university, students and alumni. Over 80% of the mentors who transfer their knowledge and experience are alumnae and alumni of the HSG.

Voluntary participation and commitment

The mentoring relationship relies on the voluntary participation and commitment of the participants. Mentor and mentee jointly define responsibilities and goals as part of the temporary process of the mentoring.

One-to-one mentoring – the classical form of a mentoring relationship

The focus of the mentoring programme at the University of St.Gallen and HSG Alumni lies on the personal relationship between the two persons of the mentoring relationship. Thus, an experienced person supports one mentee, although in a few cases there might be two or three mentees.

Flexible design of the mentoring relationship

The participants individually agree on the scope and focus of the mentoring relationship. The topics are oriented towards the personal goals and needs of the mentees as well as the possibilities and competences of the mentors.



Mentoring process

The tandems can be flexible in their mentoring relationship and set individual goals. There are two main expectations from the University of St.Gallen: The mentoring relationship should generally last for two years. In addition, at least one personal meeting should take place once a semester. In preparation, the mentees write a semester report.

Matching

The programme administration carries out the individual allocation of the tandems, supported by a professional matching software with different weighted criteria. Prospective mentors as well as applying mentees previously set up their mentoring profile on the online platform and outline their expectations in the registration form. Students have the opportunity to name their preferences within a pre-selection of 30 suitable mentors.

Start of the mentoring relationship

The mentoring relationship officially starts with the kick-off event in mid-November. At a first personal meeting, the mentee and mentor should clarify their expectations of the mentoring relationship, determine the form and frequency of communication, and agree on necessary mentoring rules.

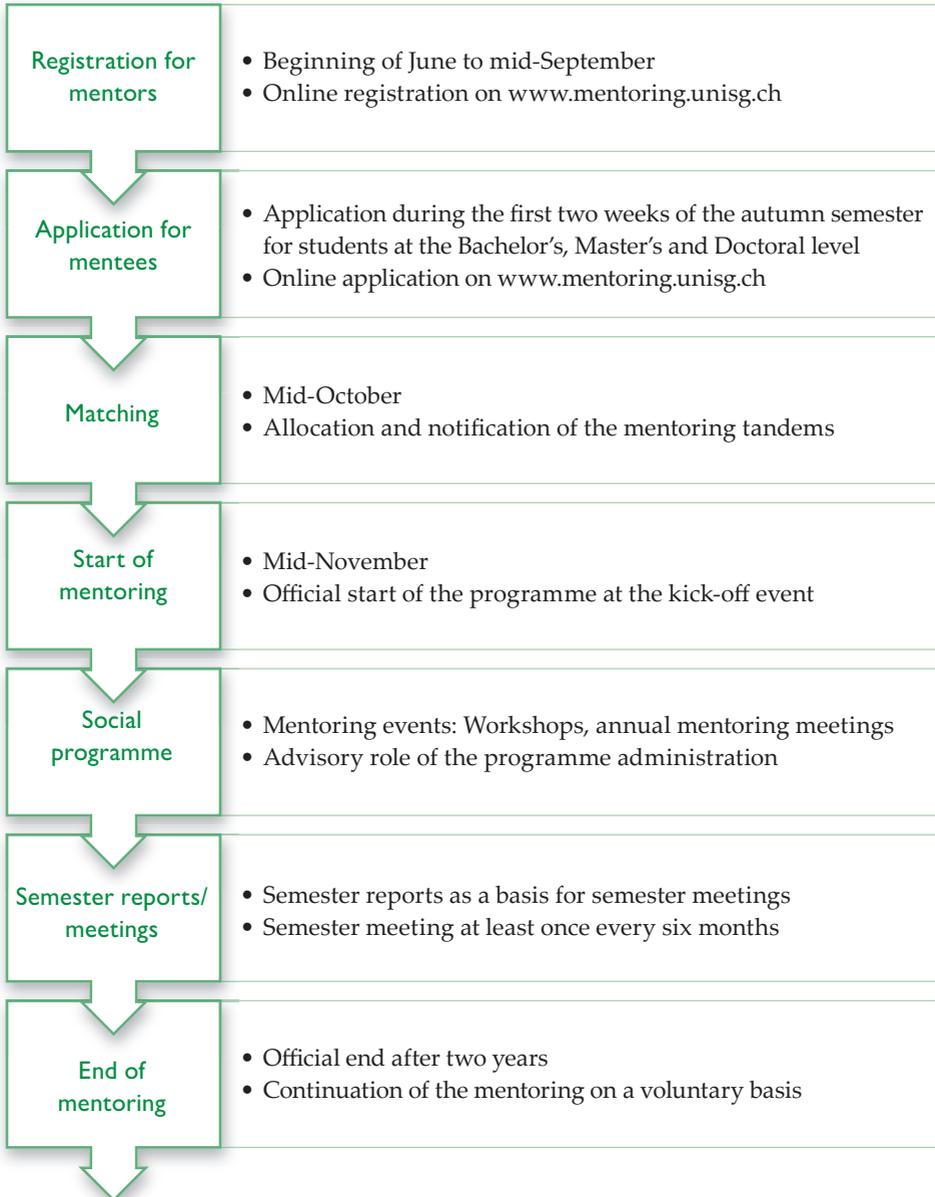
Semester reports and semester meetings

A key aspect of the mentoring relationship is the semester meeting. The conversation serves the purpose of a reflected review of the agreed goals, the progress made and an open discussion about possible deficits. In addition, new goals are defined for the upcoming semester. The basis of the discussion is the written semester report of the mentee, which is a mandatory part of the mentoring programme.

End of the mentoring relationship

The mentoring relationship officially ends after two years and can be continued on a voluntary basis. In a final meeting, the mentee and mentor should reflect the past two years and discuss possible future perspectives. The mentoring relationship may be terminated prematurely due to certain circumstances. The mentee and mentor should take this decision by mutual agreement and subsequently inform the programme administration.

Process of the mentoring relationship



Voices on the mentoring programme



Thomas Düroff

Bachelor in Business Administration (BWL)

« The reflective and motivating conversations I can have with my mentor through the mentoring programme facilitate my personal development. Especially in difficult decision-making situations, my mentor acts as an objective advisor. The similarity of our interests makes every meeting both helpful and enriching. »



Winnie Cai

Master in Accounting and Finance (MaccFin)

« I am attending the HSG mentoring programme for the second time now and I have always had a very positive experience with the mentors and the organisation behind the programme. Through a friendly relationship, my mentor provides me with helpful insights for my way after graduation. The mentoring helps me not only with my career but also with my personal development. »



Lucas Miehé

Ph.D. Candidate in Business Administration, focus on Business Innovation (ITEM)

« In my view, obtaining external opinions, questioning views and reflecting on my own actions are keys for my personal development. My mentor supports me considerably: Sometimes he makes me examine critically my situation, presents possible alternatives or provides valuable impulses. In our trusting relationship, he keeps me moving forward in my personal journey. »



Dr. Doris Schiesser

Executive Board HSG Alumni
Study and Career Advisor at ask!

« The mentoring programme is a wonderful opportunity to keep in touch with the Alma Mater and experience enriching encounters. On the one hand, I can accompany young adults in their life by supporting them from a neutral position. On the other hand, I learn a lot from the way of thinking and challenges of young people in an academic environment. »



Markus Mader

Director of the Swiss Red Cross

« I am delighted to accompany students during their studies and provide them with advice. I am always impressed by the commitment, interest and determination of young people when starting their professional careers. With my extensive experience, I can encourage my mentees with critical questions for reflection, strengthen their views or show them alternative ways. »



Valerie Nad

HR Partner Reinsurance EMEA at Swiss Re

« It is extremely enriching to accompany the students of the University of St.Gallen in their professional and personal development, to create new perspectives together and thus to promote their potential. For me as a mentor, the mutual, interesting exchange is multifaceted and valuable. »

Requirements for the participants

Every year, over 450 students and about 400 mentors start a new mentoring relationship. Both sides perform various tasks to foster a successful and sustainable exchange between mentee and mentor.

Who can become a mentee?

Matriculated students of the University of St.Gallen at the Bachelor's, Master's or Doctoral level can apply as a mentee and thus benefit from the perspective and knowledge of an experienced person from the working environment. An allocation cannot be guaranteed due to the high number of applicants.

Mentees fulfil own tasks and duties in the mentoring relationship. They are responsible for initiating the meetings and should actively contribute their individual topics:

- Establish the contact and actively maintain communication with the mentor;
- Writing a semester report every half-year;
- Compliance with agreements;
- Commitment to meetings.

Who can become a mentor?

Mentors of the University of St.Gallen are persons with professional experience who enjoy supporting students in their professional, social and personal development. You do not need any prior knowledge of mentoring, but the motivation and intuition to get involved in the programme.

Mentors should allocate about three hours per semester for the compulsory semester meeting, as well as being available for shorter contacts by phone or e-mail. As a mentor, you can take on specific tasks and perform as an experienced partner:

- Give advice in particular situations, on current questions and challenges;
- Discuss career plans and potential obstacles;
- Provide social, professional and business skills;
- Share experiences from their own development and professional practice;
- Provide an insight into daily professional life.

Benefit of a mentoring relationship

The exchange in the mentoring relationship creates synergies on both sides. In the mentoring programme, mentees and mentors can equally develop, benefit and learn from each other.

Mentees

- Mentees receive an objective opinion and encouragement.
- You get support to be able to solve own problems.
- Together, you can define your career plans.
- Mentors contribute to strengthen your self-confidence and self-efficacy.
- You receive support for your professional development.
- You learn how to reflect critically on your own behaviour.
- The mentoring can sharpen your judgement capabilities.
- You broaden your perspective as a student and receive insight into the working environment.
- The mentoring expands your personal network.

Mentors

- The mentoring enables the exchange of different perspectives.
- The mentoring relationship is a new challenge and learning opportunity.
- As a mentor, you shoulder social responsibility.
- You can reflect your own behaviour and personal experience.
- You deepen your conversational and interpersonal skills.
- The exchange with motivated students leads to an individual enrichment.
- You can make new contacts and get to know young talents.
- You maintain contact with a lively and innovative university.
- You exchange views with other mentors and expand your personal network.

Social programme

The mentoring programme regularly hosts events where participants can get to know each other, network and exchange views, and receive helpful support for their mentoring relationship.

Kick-off event

Each new mentoring cycle begins with the kick-off event in November. At this event, the participants receive information on the progress of the mentoring. A panel discussion with active mentees and mentors provides insight into the design and possible content of a profitable mentoring relationship. Participation in the event is mandatory for mentees.

Annual mentoring meeting

At the annual mentoring meeting in spring, participating mentors and mentees from multiple mentoring cycles have the opportunity to exchange views, discuss current issues, and gain various perspectives on mentoring.

Workshop

The annual workshop particularly supports persons who are participating in the mentoring programme for the first time. In a group of about 30 people, the participants discuss ideas, expectations and goals regarding the mentoring relationship and clarify potential challenges and roles of the mentors and mentees.



Programme administration



Prof. Dr. Ulrich Schmid

Professor of Russian Culture and Society
Academic leadership of the Mentoring Programme



Carolin König, M.A.

Head of Mentoring Programme

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Accreditations



Member of

