

Mentors,

Below you will find a sample first meeting agenda. Please keep in mind that these are ideas and that ultimately you should adapt your meeting to your personal preferences and the needs of your students.

Student Introductions – 10 minutes

- Have each student introduce themselves by sharing their name, the school they attend, the degree they are interested in and ask something fun.
- Ask your students about activities and hobbies they are interested in and enjoy.
- Another great way to get to know your students is to ask about their family. Where are they from? Do they have siblings? Who do they look up to?

Mentor Introduction – 10 minutes

- Introduce yourself.
- Talk about your profession. Share your knowledge about your field and be enthusiastic about your work. Let students know what you love about your profession and some goals you would like to accomplish.
- Share information about your college journey.
- Talk about successes and challenges and how you overcame them.
- If you had to start your college journey again what would you do differently?
- Share any information you think will help your students get to know you.

Nevada Promise Scholarship Update – 10 minutes

- Ask students why they applied for Nevada Promise Scholarship and what their college goals are.
- Ask them which Nevada Promise steps they've completed. This may be the best time to remind them of Nevada Promise dates and deadlines.

Mentoring Goals – 10-20 minutes

- Talk to students about your goals for them. Think about what you hope to accomplish as their mentor and share this information with them.
- Share your expectations. Always hold your students to a high standard. All students need to know they are capable of accomplishing great things.

Mentor and Student Communication – 10 minutes

- Let your students know how you prefer to communicate with them.
- Let your students know how often they should expect to hear from you and vice versa. It's okay if you can only commit to the minimum requirements, but share this with your students during this meeting.
- Let your students know you will be required to report any information that may lead you to believe they may be in harm or danger. Sharing this information from the start will help your students understand this important requirement of mentorship.
- Ask your students if they have any questions.

This outline was created to provide ideas. Meeting setup and tone will depend on you. If you have any questions or need support please do not hesitate to call Ashley Osborne, Outreach and Access Counselor, at (775) 445-3275, or Piper McCarthy, Director of Counseling, at (775) 445-3270.