### I Brochures

### I.1

Target group: students and researchers; potential mentors and mentees.

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## Mentoring in [INSTITUTION]

The mentoring program in [INSTITUTION] is designed to counsel and support young researchers in particular at the transitional points of their scientific career, and to improve diversity and work-family balance.

The mentoring program establishes relationships that are based on an agreement among partners. As mentors, individuals share their knowledge, skills and information with the aim to foster the personal and professional growth of the mentee. Through continuous and dynamic feedback, both the mentor and the mentee benefit from this partnership.

## Key ideas

The key ideas of the program are:

* Focus on transition points in the career.
* Mentor matching— across career steps.
* Choose mentoring style of 1:1 or 1:few.
* Experience both roles — mentee and mentor.
* Get matched for one term.
* Meet about once per month, whenever it fits your schedule.
* Make new contacts.
* Expand your support network.

## How the mentoring program is organized

The mentoring program offers you an informal mentor – mentee partnership that naturally ends after one term. At the request of both, mentor and mentee, it can be continued for another term. Each new term is made up by four phases: (i) matching, (ii) drafting aims, (iii) active communication and (iv) conclusion of the partnership.

**(i) Matching of partners**

Fill out a short questionnaire and get matched. [INSTITUTION] will identify a mentorship partner. One mentor gets matched with one to three mentees.

**(ii) Drafting mentoring aims**

After being matched, the mentee formulates their aims. These could be for example individual career development, difficulties in transitioning steps from peer to boss, participation in academic self-governance, making contacts in a new environment, and support with the next career step.

**(iii) Communicating and giving feedback**

During the term, you set up meetings to get to know each other, giving food for thoughts, while you cultivate a respectful interaction, build trust, and give and receive feedback on request. The recommended frequency to meet is once per month.

**(iv) Concluding the partnership**

At the end of the term, you conclude the mentoring partnership by reevaluating the formulated aims. A prolongation is up to both partners, where you also have the option to change partnership, e.g. into a network partnership.

## Your role as mentee

As a mentee, you actively define the topics you want to work on, continuously evaluate the status of your aims and approach your mentor.

* Be professional: come to meetings always prepared, be on time, don’t skip meetings, reply to mails and requests within an appropriate amount of time, communicate respectful and with appropriate language
* Define your goals and needs.
* Be open to new ideas and perspectives
* Think critically about your mentors advice: does it fit to you? Put their advice always into perspective. Keep in mind that your mentor shares their own opinion rather than truths or universal facts. Don’t give responsibility for your decisions and actions to your mentor.
* Find the balance: Make use of the mentoring relationship but respect your mentor’s boundaries.
* Constant evaluation: Reflect your own actions and decisions. Also evaluate if the mentor-mentee relationship works for you.
* Let your mentor know what does (not) work for you. Give your mentor constructive feedback.
* In case of serious problems (health, mental health, legal, …) please consult a specialist.

## Your role as mentor

As a mentor, you share your knowledge, skills, and information with a (yet) less senior scientist to foster their personal and professional growth.

* Be professional: be attentive during meetings, be on time, don’t skip meetings, reply to mails and requests in appropriate time frame, communicate respectfully and with appropriate language.
* Together with the mentee, evaluate if her aims are realistic.
* Encourage your mentee, don’t blame her. Although you might greatly contribute to your mentee’s growth, her (lack of) success is not your responsibility.
* Failure is normal. Share your failure and the struggle you experience(d) in your career. Be honest and realistic.
* Share and offer your own opinions. Sometimes it might be necessary to stress that some advice is based on your personal opinion and others might not agree with it.
* Pay attention to the situation of the mentee and be flexible. What works for you might not work for your mentee.
* Keep in mind that you support your mentee to reach the next step.
* Give constructive feedback.
* Serious problems of a mentee (health, mental heal, legal, …) are beyond your responsibility. Help your mentee to find appropriate help.

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### I.2

Target group: students; potential mentors.   
Specifics: mentoring for beginner students, Germany. Initiated by students.

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What is mentoring? Is being a mentor too time consuming for me? And what are the benefits for me?

This brochure wants to answer these questions and more. You will also find a list of useful webpages about mentoring where you can find out more about the whole idea. We hope that we can interest you in becoming a mentor. Have fun finding out more and don‘t hesitate to contact us with questions!

[Person] and [Person]

Imprint:

[Person, address]

**Content:**

What is mentoring?

Who can become a mentor?

Why should I become a mentor?

Why is this mentoring program only for women?

How does this look like in practice?

Useful links

**What is mentoring?**

Mentoring means that someone with experience supports a person with less experience – be it in a work environment, in a professional field, or in their studies. Marginalized and disadvantaged groups can especially benefit from mentoring. The idea is to pave the way for other members of one‘s own group; for instance, a woman in STEM sciences can help girls in high school to start their STEM studies.

Our mentoring program is a student initiative; organized by and for women who study mathematics. We want to make it easier for beginner students to start out on their studies and to get used to student life. The freshmen will be paired with advanced students, who can help them navigate the university and answer their numerous questions – what exams do I need to take, what minor can I pick, and why is the coffee machine always broken? We hope to make a difference for the beginner students, so that they won‘t feel overwhelmed and left alone!

**Who can become a mentor?**

Any female math student starting with the third semester. You don‘t need to be an expert in study regulations or find your way about campus blindfold, and you certainly don‘t need to be a math genius! Actually, it‘s good to let the beginner students know that even after years of studying math one doesn‘t have an answer to everything. What‘s more important is to ask questions in the first place, and to know who you can ask these questions. And even if you have no clue who to ask: the student association and the study counseling can help the freshmen along – and they can help you too!

**Why should I become a mentor?**

Share your experiences with others, whether good or bad! Help others to feel welcome in [CITY] and at the Math Department. Maybe you can offer the help that you would have wanted when you were just starting out. Maybe you can help others avoid problems you ran into. Stand up for women! Last but not least, take this opportunity to gain a fresh perspective on studying at [UNIVERSITY]!

**Why is this mentoring program only for women?**

Women are underrepresented in math. This can make us feel lonely, isolated, disadvantaged or unfairly priviledged. We might have needs and wishes that are different from those of our male fellow students. Traditionally male dominated networks are harder for us to access, we might tend to approach female mathematicians with more ease, and there are barely any role models for us to identify with!

**How does this look like in practice?**

If you want to become a mentor, just write an email to [EMAIL ADDRESS] or get in touch with the student association. Let us know what semester you‘re in and if you‘re studying in the BSc, BEd, MSc, or MEd program. We‘ll match you with a mentee and get you in touch with her, so that you can meet her and get to know her, maybe over a coffee in the cafeteria. Make sure you agree on how to stay in touch – by email, messaging, or meetings. Try to keep in touch during the entire semester!

If you have any questions, problems, criticism, or suggestions, don‘t hesitate to approach us. As soon as you register as a mentor, you‘ll get email with infor about meetings, information events, etc.

We hope you enjoy your mentoring experience!

[PERSON] and [PERSON]

Useful links:

[Link to the webpage of the program]

[https://awm-math.org/programs/mentor-network/]

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### I.3

Target group: students; potential mentees.   
Specifics: mentoring for beginner students, Germany. Initiated by students.

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What is mentoring? What does it mean to be a mentee? And what are the benefits for me?

This brochure wants to answer these questions and more. You will also find a list of useful webpages about mentoring where you can find out more about the whole idea. We hope that we can interest you in becoming a mentee. Have fun finding out more and don‘t hesitate to contact us with questions!

[Person] and [Person]

Imprint:

[Person, address]

**Content:**

What is mentoring?

Who can become a mentee?

Why should I become a mentee?

Why is this mentoring program only for women?

How does this look like in practice?

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**What is mentoring?**

Mentoring means that someone with experience supports a person with less experience – be it in a work environment, in a professional field, or in their studies. Marginalized and disadvantaged groups can especially benefit from mentoring. The idea is to pave the way for other members of one‘s own group; for instance, a woman in STEM sciences can help girls in high school to start their STEM studies.

Our mentoring program is a student initiative; organized by and for women who study mathematics. We want to make it easier for beginner students to start out on their studies and to get used to student life. The freshmen will be paired with advanced students, who can help them navigate the university and answer their numerous questions – what exams do I need to take, what minor can I pick, and why is the coffee machine always broken? We hope to make a difference for the beginner students, so that they won‘t feel overwhelmed and left alone!

**Who can become a mentee?**

Any female math student of [UNIVERISTY] who is just starting her studies is welcome!

**Why should I become a mentee?**

You can benefit from your your mentor’s experiences, whether they are good or bad! Maybe your mentor can help you feel more at home in [CITY] and at the Math Department. She can help you navigate the university and student life, and you can feel safe asking her questions.

**Why is this mentoring program only for women?**

Women are underrepresented in math. This can make us feel lonely, isolated, disadvantaged or unfairly priviledged. We might have needs and wishes that are different from those of our male fellow students. Traditionally male dominated networks are harder for us to access, we might tend to approach female mathematicians with more ease, and there are barely any role models for us to identify with!

**How does this look like in practice?**

If you want to become a mentee, just write an email to [EMAIL ADDRESS] or get in touch with the student association. Let us know if you‘re studying in the BSc, BEd, MSc, or MEd program. We‘ll match you with a mentor and get you in touch with her, so that you can meet her and get to know her, maybe over a coffee in the cafeteria. Make sure you agree on how to stay in touch – by email, messaging, or meetings. Try to keep in touch during the entire semester!

If you have any questions, problems, criticism, or suggestions, don‘t hesitate to approach us. As soon as you register as a mentor, you‘ll get email with infor about meetings, information events, etc.

We hope you enjoy your mentoring experience!

[PERSON] and [PERSON]

Useful links:

[Link to the webpage of the program]

[https://awm-math.org/programs/mentor-network/]

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**II Texts for the website**  
**II.1**

Target group: students; potential mentors.   
Specifics: students in the USA.

**Mentoring program looking for mentors**

Do you enjoy your studies and your subject? Would you like to get to know other female students and scientists of the same subject like you? Do you have some experience in your department already which you would like to share with female students who are all excited about their studies?

Then you might want to look into the new mentoring program offered by [INSTITUTION]:

[LINK]

This program pairs female students/scientists who declared an interest in their subject with women who are one step ahead in their career compared to their mentee. As a mentor, you will make a difference to your mentee. You can be of help when your mentee struggles with her studies or simply be someone to share experiences with.

If you would like to become a mentor, please register here: [LINK]

Contact: [CONTACT]

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**II.2**

Target group: students; potential mentees.   
Specifics: students in the USA.

**Mentoring program looking for mentees**

Do you enjoy your studies and your subject? Would you like to get to know other female students and scientists of the same subject like you? Do you think you could sometimes appreciate some advice, someone who has experienced something similar but found a solution already?

Then you might want to look into the new mentoring program offered by [INSTITUTION]:

[LINK]

This program pairs female students/scientists who declared an interest in their subject with women who are one step ahead in their career compared to their mentee. Your mentor can be of help when you struggle with your studies or simply be someone to share experiences with.

If you would like to get a mentor, please register on our website: [LINK]

Contact: [CONTACT]

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### III Newsletters

* + 1. Target group: potential mentors and mentees.  
       Specifics: mentoring for freshmen, USA.

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**Math Mentoring**

Initiated by [PERSON(S)], [INSTITUTION] will offer a mentoring program for female first-year students interested in math. Starting in the com­ing Fall, this program pairs female first-years who declared an interest in mathematics with women who are planning to major or minor in math. The goal of the program is to increase identification and retention among female students in math. We are still looking for more mentors!

To sign up for the program as mentor or mentee, please visit

[LINK]

If you have any questions, you can contact:

[CONTACT]

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