Dear Executive Mentors,

A new school year is upon us! Students are returning to Manhattan, and classes will begin on Monday. Here are a few things to keep in mind as you prepare to continue your work with your mentee or begin working with a new mentee this fall:

**Mentoring Activities**

1. **(Re)set your communication plan** – If you and your mentee weren’t in regular communication over the summer, start the new academic year off right with a new plan. We recommend at least once a month communication, but you can choose the frequency that works best for the two of you. Place the onus on your mentee to set up your meetings and plan the agenda.

2. **For mentees who just finished internships or work experiences** – Help your mentee digest their summer internship or work experience. What went well? What did they find challenging? What did they learn or experience that has influenced their future plans?

3. **Career Fair** – Now is the time for students to begin preparing for the All-University Career Fair – September 22-23, 2015. If you have a mentee who will be graduating this academic year or who is looking for a summer internship, this career fair is the place to start! Help get them get ready by looking over their resume, discussing professional dress, and talking about ways for them to make a positive impression on employers.

**Coming soon**

1. **New mentor/mentee matches** – If you are waiting to start working with a new or additional student mentee, we will reach out to you in mid-to-late September. We want to give students 2-3 weeks to get their applications in before we begin making matches.

2. **College of Business Tailgate** – Thursday, November 5, 2015, 4:30-6:30pm, Cat Town, Bill Snyder Family Stadium. Football: K-State vs. Baylor (kick-off at 6:30pm). All mentors and their mentees are invited. Invitations will be sent at the end of September.

3. **CBA Connect** - This is a new database we will be creating in conjunction with our college’s new Career Coach program. To populate our CBA Connect database, we will be seeking professionals who would welcome a call or email from a student on an “as-needed” basis regarding a topic in which that professional has expertise. This is different from the Executive Mentor Program in that there is no long-term commitment, and rather than a more holistic approach, students will be seeking very targeted information or advice. More details will be forth-coming this fall.

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Emily Brueseke  
Director, Executive Mentor Program  
College of Business Administration  
Kansas State University  
Manhattan, KS 66506  
Ph: 785-532-3661  
Email: esbruese@ksu.edu

Myranda Kimble  
Professional Development Advisor  
Professional Advantage/Executive Mentor  
College of Business Administration  
Kansas State University  
Ph: 785-532-6973  
Email: myranda@ksu.edu