



GUIDELINES

MENTOR

As a mentor, you are a resource, teacher, and example to the mentee. You are the expert in this relationship, so work to provide support, motivation, and encouragement.

MENTEE

As a mentee, you are here to learn from the best. Be vocal about your goals, struggles, and interests. You are responsible for being engaged, respectful, and self-motivated.

Your time and effort is invaluable to this partnership, and we appreciate your commitment to helping make our design community more connected. Please direct all inquiries to mentors@houston.aiga.org.

EXPECTATIONS

MENTOR

It is the mentor's responsibility to be resourceful, patient and provide guidance to their mentee based on his/her individual career needs, interests, and goals.

MENTEE

It is the mentee's responsibility to take ownership of their learning experience, challenging themselves by establishing a plan and setting achievable goals.

In addition to the mandatory monthly Design Loop events, we strongly encourage you to schedule time to meet one-on-one with your mentor/mentee at least once per month to continue the conversation and work toward your goals. These goals will be revisited and shared during the last program event.



MEET-UPS

Meeting one-on-one with your mentor/mentee can take place by phone, by Skype, over coffee, or at the office—it is entirely up to each partnership.

To ensure a successful experience, both parties should:

- Identify your preferred method of contact
- Identify reasonable goals in a timely manner
- Show up and be respectful of each other's time
- Always follow through on obligations/objectives
- Offer effective input and seek it in return
- Stay engaged in your learning experience
- Discuss and communicate ideas
- Be frank and open at all times
- Keep an open mind
- Periodically check expectations, and make sure you're on the same page

Life happens, and sometimes obligations need to be rearranged. Please give your mentor/mentee the respect of at least 24 hours cancellation notice prior to your scheduled meeting.

STARTING TOOLS

Meeting new design professionals can be intimidating, even for a seasoned designer! Find the balance between fun and learning, and friendship and professionalism, by being proactive, staying engaged, and speaking up.

Here are some activities that can help break the ice and jump-start your relationship:

- Collaboratively set goals; find ways to achieve them
- Discuss post-college and career options
- Tour a museum or a thrift store
- Ask each other "why did you become a designer?"
- Share tips they don't teach in school
- Share career horror stories... everyone has a few!
- Have the mentee shadow the mentor at work
- Critique a project together, explain your approach
- Attend AIGA events together
- Present your portfolios to one another
- Share professional resources

Design Loop 2017 mandatory event dates

MAY 16th, JUNE 20th, JULY 18th & AUGUST 15th