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Graduate School of Public Health  
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## **MENTORSHIP GUIDELINES**

### **2009**

#### **PURPOSE**

The purpose of the mentorship is to “match” each student (based upon the student’s interests) with a healthcare executive who is available, at the student's initiation, to discuss academic and career development matters. The mentor is encouraged to:

- Provide a tour of the mentor's organization
- Allow the student to observe managerial, medical leadership and/or governance processes in practice
- Provide suggestions regarding paper topics and elective courses relevant to the student’s career development goals
- Provide networking contacts
- Discuss residency options (with first year students)
- Discuss career paths
- Discuss fellowship and/or job opportunities (with second year students)

#### **MATCHING PROCESS**

- The student completes a career interest form as early as 8-27 and no later than 9-04
- The student meets with Prof. Friede by 9-10-08 to discuss her/his interests
- Mentorship Matching Committee meets in September to match students with executives
- Preceptors and students are informed of the “matches” by the end of September

#### **OTHER INFORMATION**

- Mentors and students will be invited to the annual Mentors & Students Conference (10-16-08, 8:00-10:00 @ PAA)
- Mentors will be listed as members of the Resource Faculty
- Mentors and students will sign a student/mentor agreement which will list goals for the relationship
- Students will treat any information about the mentor’s organization confidentially
- Time expectations:
  - Frequency of contact will be negotiated between the student and the mentor; some contact at least once every quarter is anticipated
  - Duration of mentorship: from initiation to the student’s graduation; however, the mentor or the student can terminate the relationship at any time with appropriate notice to the other party and to Samuel A. Friede, FACHE at 412-624-3675 or [friede@pitt.edu](mailto:friede@pitt.edu)