

YEAR PLAN

Upper-Year Mentorship Coordinator

Jeel Patel

McMaster Science Society

2023-2024

(submitted September 17, 2023)

**MCMASTER
SCIENCE
SOCIETY**



2023-2024 Year Plan

Letter from the Position

Hello MacSci!

My name is Jeel Patel and I am your incoming Upper-Year Mentorship Coordinator for the 2023-2024 academic year. I am really excited and optimistic about the coming year to see all that it holds. I am honored to be taking on a leadership role and nonetheless being the first individual to take on this role. Having been a mentee and a mentor, I know how rewarding it can be to be guiding the next generation of students. I am looking forward to starting up this mentorship program for upper-year mentees who are looking for mentors.

Seeing as this is a new role implemented as part of the MSS, one of my goals is to initiate and raise awareness about the mentorship program. I hope to gather an ample amount of students who can be benefited by matching up with mentors they hope to seek guidance from. As I have no predecessor, I hope to rely on my MSS team to help in ensuring that this program is a success for both mentors and mentees. I hope that once the mentorship program has an adequate amount of matched up mentors and mentees, events such as tutoring sessions, networking opportunities or mentorship meet and greets with each other can be held. As the mentorship program starts, another goal of it is to gather mentors of all expertise and professions. We hope to create various opportunities for mentees to aid in their professional and academic careers. In regards to the expectations of the mentors, we hope to create an outline that specifies fair responsibilities such as they're able to provide sufficient commitments towards their mentees.

Jeel Patel

Upper-Year Mentorship Coordinator

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TIMELINE

Month	Objective/Project/Event/Goals
June	N/A
July	N/A
August	N/A
September	<p>Events/Projects:</p> <ol style="list-style-type: none"> 1. Upper-Year mentorship begins <p>Things to complete:</p> <ol style="list-style-type: none"> 1. Send out emails to various labs and clubs 2. Created a Google Forum for mentor applications interest 3. Post on social media page about program
October	<p>Things to complete:</p> <ol style="list-style-type: none"> 1. Open Mentee Registration 2. Begin mentor-mentee pairing
November	<p>Events/Projects:</p> <ol style="list-style-type: none"> 1. Meet and Greet with Mentors/Mentees <p>Things to complete:</p> <ol style="list-style-type: none"> 1. Send out email to mentees notifying of matches 2. Send out monthly template
December	<p>Events/Projects:</p> <ol style="list-style-type: none"> 1. Career Development Workshop <p>Things to complete:</p> <ol style="list-style-type: none"> 1. Send out monthly template
January	<p>Things to complete:</p> <ol style="list-style-type: none"> 1. Send out monthly template
February	<p>Events/Projects:</p> <ol style="list-style-type: none"> 1. Industry Panel Discussion (panel discussing different fields of study) <p>Things to complete:</p> <ol style="list-style-type: none"> 1. Send out monthly template

March	<p>Events/Projects:</p> <ol style="list-style-type: none"> 1. Research Conference <p>Things to complete:</p> <ol style="list-style-type: none"> 1. Send out monthly template
April	<p>Events/Projects:</p> <ol style="list-style-type: none"> 1. Wrap up session <p>Things to complete:</p> <ol style="list-style-type: none"> 1. Send out monthly template 2. Send out feedback form for mentor/mentees

OBJECTIVES:

Objective 1 : Raise awareness and get program running	
Description/ Current State	As this is a new mentorship program, the initial objective is to start to get mentors and upper-year mentees to notice the mentorship program. It's to get them interested and potentially join it.
Goal	<p>The goal is to get mentees and mentors signed up and raise awareness for what the mentorship program is capable of.</p> <ul style="list-style-type: none"> - This will primarily be done via social media - Talking with alumni via other extracurriculars - Benefits upper year students through connections and gaining insight on their potential career pathways - Have socials to encourage students to interact with not just their own mentors but other
Long Term Implications	<ul style="list-style-type: none"> - Creating a supportive and inclusive environment within the science community <ul style="list-style-type: none"> - Helping to create lasting friendships amongst mentees - To creating connection with graduate students - Fostering a network where mentees will be inclined to become mentors in the future
Partners	<ul style="list-style-type: none"> - School of Graduate Studies

EVENTS & PROJECTS

Name of Event/Project: Meet and Greet with Mentors/Mentees	
DATE	Nov 15 (or second week of Nov)
PURPOSE	Meet other mentees and mentors
PROCEDURE	Food/drinks will be provided Google form will be sent out prior to determine attendance
DIFFICULTIES	Getting good attendance numbers
PARTNERS	N/A
PROJECTED OUTREACH	10-30
BUDGET	\$100

Name of Event/Project: Career Development Workshop	
DATE	First week of December
PURPOSE	Interview skills, career planning, and helping students prepare for post-graduation job searches and build connections
PROCEDURE	Set up in a classroom where a graduate student can provide insight about graduate life
DIFFICULTIES	Getting a graduate student
PARTNERS	N/A
PROJECTED OUTREACH	30 students
BUDGET	N/A

Name of Event/Project: Industry Panel Discussion	
DATE	Mid-Feb
PURPOSE	Provide insight into different their field of study
PROCEDURE	Book a lecture hall
DIFFICULTIES	Getting graduate students
PARTNERS	N/A
PROJECTED OUTREACH	30 students
BUDGET	N/A

Name of Event/Project: Research Conference	
DATE	Mid-Feb
PURPOSE	Provide students with the opportunities to learn about the different research areas they can get involved with
PROCEDURE	Book a lecture hall
DIFFICULTIES	Getting graduate students
PARTNERS	N/A
PROJECTED OUTREACH	30 students
BUDGET	N/A