intercultural mentoring program

guideline
for mentors and mentees
dear mentor, dear mentee,

you decided to join our intercultural mentoring program and you were selected to act as mentor or mentee. I warmly congratulate you on this decision!

I would like to hereby thank you for your participation and I hope that the intercultural mentoring will be an enjoyable and worthwhile experience for you. I really appreciate your commitment and will always be available to you before, during or after the intercultural mentoring program.

I wish you a very enriching experience and a successful mentoring relationship.

Mrs. Kerstin Steiger-Merx
steiger-merx@service.uni-freiburg.de
coordination

The **intercultural mentoring** program is offered by the Kompetenznetzwerk Studierendenmentoring and is coordinated by Mrs. Kerstin Steiger-Merx.

I will be:

- your contact person for all questions concerning intercultural mentoring
- conducting the recruitment and matching of mentors and mentees
- in charge of the process design and management
- planning the program’s events
- documenting the program
- offering (conflict-) consulting

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Within the **intercultural mentoring** experienced students from all faculties (mentors) support new international students (mentees) on a personal, professional and social basis for one term. The mentoring program helps to make friends, and offers workshops and socializing events.

**Objectives of the intercultural mentoring program:**
- intercultural exchange between experienced students from all university departments (mentors) with international students at the beginning of their studies (mentees)
- subject-specific support (if possible), e.g., for all questions on how to organize one’s studies
- direct access to advice through support on a personal, professional and social basis
- opportunity to engage voluntarily
- improvement of intercultural, communicative and social competences
- Promotion of social participation of international students in university life
We offer several events to strengthen your intercultural competences and to give you the opportunity to network:

**compulsory events:**

- kick-off-event  
  (official start of mentoring relationship)
- closing event  
  (official end of mentoring relationship and handover of certificates)

**optional events:**

- intercultural training
- socializing events
how to be a good mentee?

• play an active role and show interest and engagement
• prepare your own topics in advance
• be reliable and on time when meeting with your mentor
• be open and talk about your ideas, difficulties, fears and expectations
• heed advice and constructive criticism
• have confidence in yourself, in your dreams and ambitions
• understand that this is not a dependent relationship
• treat all information exchanged confidentially
how to be a good mentor?

Mentors must have two essential qualities: experience and a desire to pass this experience on. In addition they should be:

- open and honest
- willing to help and support people understanding of others’ perspectives
- prepared to discuss their own previous experience, including difficulties that they might have had and how they overcame these difficulties
- able to reflect on their own role and experiences
- conscious and comfortable establishing a mentoring relationship, able to discuss and agree upon boundaries
what makes a good mentoring relationship?

Each type of mentoring involves a variety of specific characteristics. However, the following guiding principles suggested by Forum Mentoring e.V. are paramount for any positive and effective mentoring relationship.

- there must be contact (face-to-face or by telephone, SMS or e-mail)
- mentees and mentors must be open and honest with each other
- there should be no hierarchy within the mentoring relationship
- there should be no culture of dependency between mentees and mentors
- the mentoring program should have a fixed timeframe
- mentees and mentors must be able to trust one another
What happens when the mentoring relationship does not work?

In spite of careful preparation, the matching might not turn out to be perfect. The mentee might not be able to deal with the mentor’s advice or the mentor might feel that the mentee is too passive. Either the mentee or mentor might not keep appointments, etc. This may lead to uncertainties and further difficulties. Before you break off the mentoring relationship please get in contact with me so we have the chance to overcome these difficulties and to find the best possible solution for all participants.

Please do not hesitate to contact me any time via email, telephone or come by our office during my office hours.

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