Coaching/Mentoring Resources

**Introductory Email to New Career Coaches and Mentors**

Welcome to the Young Professional’s Career Engagement Program

Dear Mrs. Smith,

Thank you for your willingness to serve as a volunteer Career Coach and/or Mentor.  We are very pleased that you are willing to offer your time and efforts to assist young adults successfully transition from their academic years into their professional careers. Our program is free and no connection to BYU is required of our coaches, mentors or mentees.

Young adults may have done well in school, but sometimes struggle with initiating or developing their careers. This disconnect may cause them to not realize their full career and earnings potential.  In addition, they may put off critical life decisions such as serious dating or marriage because of their concerns about supporting a family.

Our objective is to provide young adults with the opportunity to connect with and learn from professionals in their chosen field of interest.  Professionals like yourself share their experiences and knowledge with young adults in order to help them prepare to enter the workforce as a confident, committed and ethical professionals.

The Young Professionals Career Engagement Program (<https://byums-mentoring.byu.edu/> ) is available to individuals ages 16-30 and divided into two options (1) the Introduction to a Professional and (2) the Young Professionals Career Coaching Program. These options are detailed at <https://byums-mentoring.byu.edu/young-professionals-registration/> .

The most important contribution that you can make is to be supportive of the young adult, to listen to their concerns, and help them develop a plan for achieving their goals.  You are also being called upon to share your career experiences and to introduce the young adult to your professional network.

Steps that you can take now include:

* Familiarize yourself with the Young Professionals Career Engagement Program website at <https://byums-mentoring.byu.edu/>.
* **Coaches**: Visit our Becoming a Volunteer Coach and/or Mentor page at <https://byums-mentoring.byu.edu/coaches/>
  + Watch the videos *Welcome Career Coaches*, *Coaching Tips* and *Conducting an Informational Interview*. Note that the script for these videos is available below the video.
  + Familiarize yourself with the Program Outline and Graduation Criteria at [Program Outline and Graduation Criteria](https://852f28.p3cdn1.secureserver.net/wp-content/uploads/2024/03/Program-Outline-and-Graduation-Criteria.pdf).
  + Review the tools available to you on the Coaching/Mentoring Resources page at <https://byums-mentoring.byu.edu/coaching-mentoring-resources/> .
  + Check out the guidebook tab on our website at <https://byums-mentoring.byu.edu/guidebook/> . There you will find helpful resources to assist you in your coaching efforts. Together with your young adult, you should focus on those resources that are most applicable to their needs.
* **Mentors**: Visit our Becoming a Volunteer Coach and/or Mentor page at <https://byums-mentoring.byu.edu/coaches/>
  + Watch the videos *Conducting an Informational Interview* and *The Art of Effective Mentorship: Empowering Growth and Success.* Note that the script for these videos is available below the video.

Please expect to hear from us again with coaching and/or mentoring opportunities.

All the best,

John Smith

Regional Specialist

The Young Professionals Career Engagement Program

BYU Management Society

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