

STC WDCB Mentoring Program FAQ

Q: How much does the mentoring program cost?

A: Zero. It's free.

Q: Does it teach how to write technical documents, like an on-the-job-training program?

A: No it doesn't. This is a program to network, develop a good job-seeker profile, and ultimately find a job in technical communication. However, our mentors will be happy to provide resources that teach how to write technical documents, including a free pass to the online video course "Technical Writing and Editing" (<https://www.udemy.com/technical-writing-and-editing/>).

Q: Who are the mentors?

A: They are members of the Society for Technical Communication (STC). This includes members of the Washington DC - Baltimore Chapter (STC WDCB) and special interest groups (SIGs). All mentors are highly experienced technical communicators with decades of career experience.

Q: Who is the ideal mentee?

A: An ideal mentee is a

- Any college student registered at an area college, studying English, communication, social sciences, journalism, or a related subject, or a recent graduate (within 3 years) from a similar department.
- Current member of STC WDCB or willing to join the chapter within three months.

Q: What do the mentors offer?

A: Mentors

- Share their insight into the workplaces where technical communicators work
- Help the mentees decide which niche within technical communication the mentee should select
- Help the mentees learn how to
 - Network and approach potential employers
 - Create a portfolio to present to the recruiters
 - Write an effective resume and cover letter
 - Do the job interview
- Answer any related questions that the mentee might have
- Monitor the progress of the mentee throughout the program and provide quarterly written feedback

Q: Do you guarantee that the mentee will find a job at the end of the program?

A: No. No two candidates are alike and the results will differ from one individual to another. The final result will depend on the student's own efforts to apply the information and techniques shared by the mentor.

Q: How long is the program?

A: Two semesters: Fall and Spring.

Q: How frequently do the mentor and the mentee meet and where?

A: They meet twice a month at a public place (library, coffee house, etc.) or online (Skype, Google Hangout, etc.).

Q: What are the responsibilities of the mentee?

A:

- Consider technical communication as a primary or secondary career objective.
- Join STC as a student member (if not already a student member).
- Join STC WDCB (if not already a member).
- Agree to meet with the mentor an average of twice per month in a suitable public setting or online.
- Contact the mentor approximately once every 2 weeks by phone or e-mail.
- Remain accessible to the mentor.
- Seek and accept candid feedback in reviews and critiques, including constructive criticism as warranted.
- Be honest and open on expectations and commitments.
- Ask questions.
- Listen.
- Communicate experiences and challenges.
- Network.
- Advise of academic breakthroughs.

Q: Are there any confidentiality requirements?

A: Yes, there are. To assist with the learning and networking process, mentors and mentees may share information that will remain confidential. They are both expected to exercise good judgment when disclosing sensitive personal information, and both are expected to keep the trust of that confidentiality.

Q: How Do Mentees Apply?

A: Fill out the mentee application form at

<http://wdcw.org/prof-dev/mentoring/mentee-enrollment-form/>