



## SAMPLE EMAIL TO MENTOR

**Email Subject Line ideas:** OCU Mentor Database; OCU Career Mentor Request

**Dear Mr./Ms. {Mentor Last Name}:**

My name is {First Name Last Name} and I'm a {Year in School} student at Oklahoma City University majoring in {major} with a concentration in {\_\_\_\_\_}. I found your information from the Career Center's Career Mentor Database. I see that you are an {Mentor's Job Title} for {Organization Name} and I'm really interested in learning more about a career in {field}. Would you have time to tell me about what you do and how your career progressed after graduating?

If you are available, I am able to connect by phone, by email, or in-person, whichever is more convenient for you. My email is {Email} and my phone number is {Phone Number}. I hope to hear from you soon. Thank you for your time!

**Sincerely,**

First Name Last Name

Dear Ms. Smith:

My name is Annie Stoodant and I am a student at Oklahoma City University. I found your information through the OCU Career Center's Alumni Mentor Database and was hoping you would share some of your story with me.

I am currently majoring in economics, and I think that working for the Round Tree Foundation is fascinating. As I am in the process of defining my own career direction, I would love to hear about your career journey and more about what you do in your role.

I am available to connect either on the phone (405-555-5555), by email (anniest1@students.ocu.edu), or in person, whichever option is more convenient for you. Thank you for your time, and I look forward to hearing more about what you do.

**Sincerely,**

Annie Stoodant

# Mentor Request Email

**M Woodhall**



### **Mentor Request Email:**

*Some Assembly Required* Anne Brown, Thom Singer, 2010-06 Graduation is a landmark milestone in life The thrill of launching a career can be exciting but it can also feel very lonely *Some Assembly Required A Networking Guide for Graduates* is the fourth book in the series and ideal book for any young professional The book fills in the gaps that are not taught in the classroom about the power of business relationships and networking Thom Singer and Anne Brown have customized the message and designed a step by step program that will impact any career for decades Whether from Graduate School a University Community College or High School these indispensable skills with help every Graduate start their careers with the relationship building skills necessary to ensure success beyond their wildest dreams **Mentorship Guide** Lucas Morgan, AI, 2025-03-04 Unlock your career potential with the *Mentorship Guide* a vital resource for women seeking to advance in today's competitive business landscape This book provides a framework for establishing mentoring relationships that foster career growth confidence and professional success Mentorship is presented not just as an advantage but as a necessity particularly for women navigating unique workplace challenges One intriguing fact explored is how strategic mentoring can directly combat gender specific obstacles acting as a catalyst for equity and empowerment The book emphasizes identifying compatible mentors cultivating supportive relationships and sustaining these connections for long term impact It argues that mentorship should be viewed as a strategic career investment enabling women to proactively shape their career paths and build robust professional networks Covering a broad range of industries and career stages the book integrates concepts from psychology organizational behavior and sociology to provide a holistic understanding The *Mentorship Guide* begins by defining mentorship and dispelling common myths progresses to practical methods for identifying and contacting potential mentors and culminates in strategies for leveraging mentorship into tangible career advancements **The Obama in You** Elvis Ndansi, 2022-03-15 *The Obama in You* is an expression of my excitement to have known the towering personality that Barack Obama is and how our two stories dovetail in a way the strong influence he has had on me thus far and how his example can inspire other young people the world over Each of the ten chapters open with a memorable quote from renowned authors in different fields The book focuses particularly on inspiring issues such as that everyone is born with a star that they have a duty to make shine how to deal with challenges that sometimes come in torrential abundance the edifying importance of community engagement as well as mentorship as a way of elevating young people who want to make it in life *The Obama in You* equally examines issues relating to the craving for competence branding as a propelling factor for prospective achievers seizing the opportunity of the moment in order to succeed giving back to the community as a way of touching the lives of others and in turn receiving the blessing of the people and sowing the right seed for a future bumper harvest To develop these themes and succinctly put across my message I drew amply from my experiences and those of Obama In fact writing about myself I brought out many facts from the days of my childhood to

the present day all of which constitute biographical elements but do not reduce The Obama in You to a biographical work My story as recounted in this book would not be complete if I did not mention some of the people who have touched and uplifted me both in my country and elsewhere as I continue to trace my steps in the arduous but exciting journey of life Of course Obama is one of them This book is an homage to all these amazing persons It is my fervent hope that after reading it mentors and potential mentors will see the need to or continue to lend a helping hand to the younger generation especially those who aspire to higher heights and who won't hesitate to steep themselves in activities that will make them grow and cause their stars to shine brilliantly

**Embrace Mentorships** Jenn Labin, 2014-10-01 Research continually demonstrates the impact of mentoring Although talent development professionals are committed to bringing mentoring to others they may not pursue those relationships Mentorships are most often valuable and all individuals talent development professionals included should seek out these opportunities In this issue of TD at Work Jenn Labin demonstrates the value of finding a mentor at any stage of your career explains the different types of mentoring relationships describes how to build significant mentoring relationship with trust and respect discusses the importance of setting expectations and developmental goals equips you with practical tools for achieving your learning goals

Teen Science Fair Sourcebook Tanya M. Vickers, 2006-01-01 Provides helpful tips for entering local and national science competitions

**Mentoring to Empower Researchers** Sam Hopkins, Susan A. Brooks, Alison Yeung, 2019-12-04 Mentorship can be a rewarding experience for both the mentor and the mentee Within this context this book provides guidance on how to set up mentorship programmes in your institutions and the skills of an effective mentor including Mentorship for transition points Skills development needed for publication funding application and networking Mentorship for performing supervision duties This is a practical and easy to use guide that draws on the editors extensive experience and an invaluable tool for practitioners career advisors and academics working in research and skills development

**The Psychology Research Companion** Jessica S. Horst, 2015-09-21 The Psychology Research Companion From student project to working life not only gives you the skills and confidence to conduct your psychology research project at university but is the first book to show how these skills will help you get ahead in your first job in the workplace Jessica S Horst an American psychologist teaching in the UK takes you through every step of the research process from conceiving your research question and choosing a research methodology to organizing your time and resources effectively The book includes sections on ethics data management working with research participants and report writing but each chapter is also informed by the wider aim of providing a toolkit for working life Each chapter is packed with tips and skills that can be taken into the workplace including working collaboratively and organising your workload as well as discussing your research project in interview situations and when applying for jobs This invaluable guide will appeal to all undergraduate and postgraduate psychology students whose aim is to learn a set of transferable research skills as well as to obtain a good degree result

Center Will Hold Michael Pemberton, Joyce A. Kinkead, 2003-10 Introduction tracing the

growth of a scholarly community Michael A Pemberton and Joyce Kinkead The writing lab newsletter as history tracing the growth of a scholarly community Michael A Pemberton In the spirit of service making writing center research a featured character Nancy M Grimm Writing center assessment searching for the proof of our effectiveness Neal Lerner Separation initiation and return tutor training manuals and writing center lore Harvey Kail Power and authority in peer tutoring Peter Carino Breathing lessons or Collaboration is Michele Eodice Re shaping the profession graduate courses in writing center theory practice and administration Rebecca Jackson Carrie Leverenz Joe Law Administration across the curriculum or Practicing what we preach Josephine A Koster An ideal writing center re imagining space and design Leslie Hadfield et al Mentoring in electronic spaces using resources to sustain relationships James A Inman and Donna M Sewell **Companies and Their Brands** ,1990 *The State of Preschool* ,2006 **Anthropology News** ,2004 **Mentoring** Michael I. Keel,2009 This book examines the importance of mentoring relationships Mentoring is important to individual career development Thus the potential benefits of mentoring on a professional scale are addressed regardless of career stage Findings from a constructivist grounded theory study that examined rural nurses experiences of mentoring is presented in this book Multicultural models of mentoring relationships are also examined which are necessary given the changing demographics of our society Recommendations for developing positive multicultural mentoring relationships and future directions in research and training are looked at as well Furthermore mid career is the most appropriate period for taking on mentoring responsibilities Thus a conceptual analysis of the relationships between the mentor s career stage and the mentoring process are analysed This book also describes the attitudes characteristics and practices of effective mentoring of student teachers on students as well as the effect peer mentoring has on disabled persons Future directions of peer mentoring and disability are addressed as well Writing for Real Carolyn Ross,Ardel Thomas,2003 Writing for Real is a practical process oriented guide for students engaged in service learning projects that involve research and writing This text compares and contrasts the kinds of assignments research and writing students encounter in academic contexts with those they find in community based contexts Concrete strategies help students work 1 to understand the fundamental similarities and differences between writing in schools and writing in the community 2 apply academic research and writing skills to the purposes inherent in community based writing and 3 discover how community based projects can inform enrich and extend their academic knowledge research and writing skills Writing for Real encourages and supports the work of students and teachers as they undertake community based writing This book is for students in writing intensive classes with a service learning component and for students who will write about their service learning *Peer-to-peer Mentoring in a Curriculum Implementation Process* Chad William Schmidt,2006 **The American Philatelist** ,1999 Beginning with 1894 consists mainly of the Proceedings etc of the American philatelic association *Productivity Path* ,2001 School Without Walls ,2005 *Section Newsletters* Association of American Law Schools,2000 *The Minnesota State Register* ,2002 *Impact*

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