

Toolkit: Becoming a Science, Technology, Engineering, and Math (STEM) Mentor

The Challenge

“Every person in this room remembers a teacher or mentor that made a difference ~~in~~ ~~his~~ ~~life~~ Every

Step One: Identify Local Partners

Check out the organizations already doing good work in your area. Many existing groups have identified community needs and built the expertise to provide solutions.

- x [Click here to search for national and local STEM Mentoring organizations](#)
- x Reach out to local schools and teachers to see if they can help identify particular needs or local resources, or ways that your efforts can be most useful to students.
- x Find STEM professionals who are volunteering in your area
- x Search additional databases for other STEM-based organizations that may be looking for mentors.
- x If no STEM mentoring organization

Step Four: SERVE YOUR COMMUNITY !

The key to effective service is planning. Organize your materials, make confirmation calls and, if you

Finding Local Partners: STEM Mentoring

Check out the organizations already doing good work in your community. Many existing service groups have identified community needs and built the expertise to provide solutions. Get plugged in with them!

It will be helpful to provide background on the ~~to~~ service landscape to the attendees of your house meeting. A few phone calls can produce all the information you need to know your options.

For STEM mentoring programs:

- x Click here to search ~~of~~ national and local STEM Mentoring organizations
- x Reach out to local schools and teachers to see if they can help identify particular needs or local resources, or ways that your efforts can be most useful to students.
- x Find STEM professionals who are volunteering in your area
- x Search additional databases ~~for~~ other STEM-based organizations ~~that~~ may be looking for mentors.
- x If no STEM mentoring organizations exist in your community, contact university groups, local educational authorities, or your ~~de~~ serving organizations .

Sample Phone Script

- x Hi, my name is _____ and I'm interested in ~~vol~~unteering with your organization. May I speak with your Volunteer Coordinator?
- x Are you the best person for me to contact?
- x How can a volunteer best serve your organization?
- x If I organize a group of my friends to volunteer with me, how many volunteers can you take?
- x How many days per week do you need volunteers?
- x Do your volunteers participate in science and engineering activities with young people ~~one~~ or in a group?
- x What age group do you work with?
- x What kind of training/background check do you provide?

Remember to keep track of who you have contacted so you can follow up as necessary. You can use the chart below or create one that fits your project.

Group Name	Contact Name
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Build a team

House meetings

House meetings are a valuable tactic for recruiting volunteers and building a team. House meetings allow community members to share their concerns and join together to work on a project. Within the room, you already have all the tools you need to enact change on a local level. Every attendee can contribute time or resources or leadership abilities.

- x Make calls to the 50 people on your list to invite them to your house meeting. Remember that phone calls are much more effective than a mass email.
- x Post your house meeting on Serve.gov

House Meeting Agenda

Before starting the meeting, have everyone sign in and appoint a timekeeper who will keep each section running on time.

0:00-0:10 Host welcome and introduction

- x Host of the meeting introduces themselves and welcomes attendees.
- x

Leadership Team Worksheet

The members of my team include:

Name	Phone Number	Email

Our weekly leadership meetings occur every _____ at _____.

Who are 5 other friends and family members who you will call to enlist in your group's project? Make these calls during the leadership team meeting, if possible:

Name	Phone Number	Email

[Back to Step Two](#)

Setting Goals and Tracking Progress

Breaking Down Your Goal

What is your group's project?

Who are your local partners?

What is your group's goal? (i.e., how many hours will you spend participating in hands-on science and engineering activities with kids?)

Have you connected with teachers or other professionals who work with selected student population?

How many weeks do you have until the date of your service project?

What will you have to accomplish per week between now and your service project to reach your goal?

How many volunteers will you have to recruit on average per week to reach that goal? How many hours would you guess they have to work? If it's not clear at first, you should be ambitious and then adjust your recruitment goal as you go.

Where are the best places to find skilled volunteers i is

Setting Goals: STEM Mentoring

Mentorship is often cited as a key strategy for exciting, supporting, and keeping students and young scientists and engineers in the fields of science, technology, engineering, and math (STEM). This is particularly true for individuals who haven't historic

Tips: Being a Good STEM Mentor

The following are some tips to keep in mind as you set about inspiring the next generation of scientists and engineers through mentoring.

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- x Listen carefully to what your mentee is saying. Find out what your mentee wants you to do. Ask questions.

Sometimes mentees may just need to talk through a project. Other times, they may want advice on how they should handle a challenge. In some circumstances, they also may be asking you to take action.

Asking questions can be as important as making recommendations. Until you understand what information your student is trying to sort out, and what they hope the outcome will be, it will be difficult to mentor them towards the best possible outcome.

- x Help interpret feedback or failure when an experiment or project doesn't go as planned.

Students can oftentimes be turned off when they get negative feedback (bad grades, unpredictable results) or when they find math and science coursework or projects to be difficult.

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x As much as possible, engage your student in hands