

UNCG MBA Mentoring Program Guide

2026 - 2027

The UNCG MBA Mentoring Program is designed to help connect students with experienced business professionals to foster professional growth, career development, and networking opportunities. Through meaningful connections, mentees will gain industry knowledge, career insights, and professional confidence. This is a mentee-driven relationship. Upon completion, mentees will earn a certificate and a graduation cord.

Learning Objectives

- Mentees will be paired with a strong advocate in the business community to help grow their network.
- Mentors will support mentees by providing advice and guidance on career and professional growth opportunities.
- Mentors will support mentees in their graduate journey, helping discern next steps.

<u>At-a-Glance Requirements:</u>		
Requirement	Fall Semester	Spring Semester
Program Dates	August 17, 2026 (START)	April 9, 2027 (END)
Orientation Event	August 17, 2026	--
Monthly Mentor Meetings	Sept-Oct-Nov-Dec 2026	Jan-Feb-Mar-April 2027
Set 3 Mentoring Goals	During first meeting	Continue working towards goals
Submit Goals in Canvas	September 11, 2026	--
Check-In w/Courtney M.	One required, mentors and mentees	One required, mentors and mentees
Reflection Submission	December 18, 2026	April 2, 2027
Mentoring Mingle Event	--	April 9, 2027

How It Works

Mentors and mentees will complete a questionnaire through the Mentoring Portal. Matches are made based on compatibility factors derived from the application responses.

Roles & Responsibilities

Mentees are expected to:

- Commit at-least 1 – 2 hours a month
- Take the lead to initiate and schedule meetings
- Come prepared with topics/questions
- Complete and submit required Canvas assignments (goals, fall reflection, and spring reflection)
- Initiate and lead communication between meetings

Mentors are expected to:

- Commit at-least 1 hour a month
- Provide guidance, feedback, and support
- Share professional insights and experiences
- Respond to mentee outreach in a timely manner

Engagement Expectations

Your active participation is essential to creating a meaningful and productive mentoring experience. **To remain in good standing, participants are expected to actively engage in the mentoring partnership and complete the following program requirements:**

1. Time Commitment:
 - a. Participants should expect to spend approximately 1 – 2 hours per month on mentoring meetings and preparation.
2. Participation Timeline:
 - a. Mentoring pairs will work together for the duration of the cycle, August 2026 – April 2027 (9 months).
3. Mentoring Goals:
 - a. Mentoring pairs will collaboratively set **3 mentoring goals** during their first meeting.

- b. Mentees will submit the finalized goals in Canvas following the initial meeting, due by Friday, September 11, 2026.
 - c. Goals should guide your conversations and be revisited throughout the program.
4. Mentoring Meetings:
 - a. Mentoring pairs **must meet monthly**.
 - b. Mentoring pairs will establish a meeting schedule in their first session.
 - c. Meetings can be held in person, virtually, or via phone call.
 - d. Open lines of communication between meetings are also highly encouraged.
 - e. Mentees are responsible for initiating and scheduling meetings, with mentors supporting ongoing communication and engagement.
 - f. Key takeaways, progress, and action steps will be captured in Canvas reflection assignments (fall and spring)
5. Mentoring Reflections by Mentee (Canvas Assignments)
 - a. Mentees will complete two reflection assignments in Canvas – one in the fall semester and one in the spring semester.
 - b. These reflections are designed to help you track your progress, reflect on your mentoring conversations, and identify next steps.
 - c. While reflection assignments are completed by mentees, mentors are expected to support ongoing reflection and goal progress throughout the year.
 - d. Reflection assignments must be submitted by the following deadlines:
 - i. Fall Reflection: Friday, December 18, 2026
 - ii. Spring Reflection: Friday, April 2, 2027.
6. Program Check-In with Mentoring Program Coordinator:
 - a. Mentees and mentors are required to schedule at least two individual check-in meetings with the Mentoring Program Manager (Courtney Mazzuca) during the academic year.
 - b. Check-in meetings are one-on-one (not with your mentoring partner).
 - c. The **required check-in** must be completed once in the fall semester and once in the spring semester.
 - d. Participants may schedule additional check-ins anytime throughout the year if additional support or guidance is needed.
 - e. The booking link below can be used to schedule both required check-ins, as well as any additional meetings if needed throughout the cycle.
 - i. [Bookings Link – Courtney Mazzuca](#)
7. Event Participation:

- a. **Required:** Mentoring Program Virtual Orientation on Monday, August 17, 2026 from 5:30pm – 6:30pm EDT.
- b. **Required:** Mentoring Mingle on Friday, April 9, 2027 (location TBA).
 - i. *Note: Final event occurs after log submission and is not required to be included in the log.*

Canvas Access and Submissions:

Mentees will complete the Goals assignment and Mentoring Reflections through Canvas. Access to Canvas will be granted prior to the start of the program, and mentees will use their UNCG credentials to log in.

Removal Policy:

Participants who do not meet the required expectations, fail to actively participate, or demonstrate unprofessional behavior may be removed from the program.

Program Completion Recognition:

Upon completion, mentees will earn a certificate and a graduation cord.

Mentoring Momentum: Monthly Support

To support you throughout the program, participants will receive the Mentoring Momentum monthly newsletter. Each edition is designed to help you stay engaged and get the most of your mentoring experience, and includes:

- Tips for mentees and mentors
- Conversation starters to guide your meetings
- Featured resources for professional or personal development

Participants are encouraged to use these tools to spark meaningful conversations and maintain momentum in their mentoring partnership throughout the year.

Bryan School Career & Professional Development Support

The UNCG Bryan Graduate Career Center is available to support both mentees and mentors throughout the mentoring program. Through career coaching, professional development resources, and workshops,



participants have access to additional support for career exploration, networking, resumes, interviewing, and professional growth.

Mentors are encouraged to support mentees through conversation, guidance, and shared experiences while utilizing campus resources when appropriate.

Learn more about available career and professional development resources through the [Bryan Graduate Career Center website](#).

Program Contacts

Contact [Courtney Mazzuca](#), Mentoring Program Manager, with questions or concerns throughout your time in the program. Open lines of communication are essential to your success. Participants are encouraged to connect via [email](#) or [this booking link](#) for support, questions, or additional guidance.