



Welcome to IABA's Mentoring Program!

We appreciate you giving us the opportunity to help you learn more about the Actuarial profession. This program will give both the mentors and the mentees a unique chance to learn, share and grow together.

We are confident that your participation in the program will be a positive experience for both mentor and mentee.

Thank you again for your support.

IABA's Mentoring Committee

Program Guidelines for Mentoring Program

- Mentees are expected to take the initiative to schedule meetings with their mentors on a regular basis.
 - Mentees should remain sensitive to their mentor's availability and preferred method of scheduling and communication.
 - Both should be committed to meeting consistently over time. Schedule meetings in advance to help accomplish this.
- Mentors and mentees should provide each other with sufficient feedback to ensure that the goals of the mentee are reached.
- Mentors and mentees are free to choose the activities in which they participate. However, appropriate professional conduct must be adhered to at all times.
- Mentors and mentees are encouraged to reach out to the Mentoring Committee to ensure the success of this program and to gain support for each of their respective roles.
- Both participants are encouraged to share any additional ideas, opinions, and concerns with the Mentoring Committee.

What Should Mentees Expect From Their Mentor?

- Provide information about the actuarial career
- Share their experiences in the actuarial field
- Lead with questions, reflect on own journey and suggest strategies to accomplish and exceed goals
- Provide career advice and guidance
- Demonstrate interest, encouragement and support
- Provide support during stressful and uncertain times
- Serve as a sounding board
- Be a resource

- Build a relationship (get to know each other) – personal & professional background, hobbies and interests.
- Confidentiality

What Should Mentors Expect From Their Mentees?

- Initiative, energy, excitement, inquisitiveness
- Professionalism, punctuality, commitment
- Openness and listening skills
- Willingness to grow and develop
- Positive attitude
- Honesty
- Confidentiality

Suggested Mentoring Discussion Ideas

- Mentee's Career Aspirations, Development Plan
- Characteristics Of A Leader
- Networking Opportunities Available To Mentee
- How To Handle Conflicts, Take Advantage Of Opportunities
- Pursuing Goals And Objectives
- Input Into Development Assignments Or Training
- Input About Major Projects
- Progress on Actuarial Examinations