

FISITA Mentor Scheme Terms of Reference 2022

Purpose

FISITA is dedicated to promoting the importance and benefits of life-long learning for all students and engineers. FISITA is committed to supporting engineers to create solutions regardless of background.

In addition to developing the FISITA Engineers' Guide to Professional Conduct, we are committed in our support of 'Women in Engineering' and Corporate and Society Member activities that promote equality, diversity, and inclusion.

The FISITA Mentor Scheme (FMS) has been developed by the FISITA Education Committee to as part of FISITA's commitment to supporting the next generation of mobility engineers alongside the international FISITA community. The incentive is to support the global education, training and career development of students and young engineers, whilst providing industry and academic experts worldwide with the opportunity to support and learn from the next generation.

We also offer opportunity programmes to students all over the world. Mentors are expected to promote and uphold similar values.

Initially, 10 mentors will be matched with 10 mentees.

Mentors

- The role of a mentor will be to guide, support and advise the mentee
- Matching process – FMS sub-group will complete
- No payment is made to the mentor or from the mentee
- Initially, each mentor will meet online with their mentee for an introductory session (30 minutes) then agree their own schedule e.g. 1 x meeting online per month for 30 minutes for 3 months then review
- Each term for a mentor will last 12 months
- Initially, each mentor will be matched with 1 mentee by FISITA
- A review process will take place at the end of the 12-month period, led by FISITA
- A mentor can remain on the Scheme for a further 12 months
- Information shared should be treated as confidential, unless agreed between mentor and mentee
- All mentors will be sourced from within the FISITA membership community
- All mentors will be sourced with consideration given to an appropriate mix of skills, knowledge and experience and will be representatives within their organisation/Society
- Mentors should have a keen interest and enthusiasm for supporting students/young engineers to work/study in the automotive/mobility sector
- Proficiency in spoken and written English is necessary
- Good communication skills and willingness to interact with and support students from diverse nationalities and backgrounds is important

Mentees

- Application – Tripetto form to be completed and submitted
- Matching process – FMS sub-group will complete
- No payment is made to the mentor or from the mentee
- Mentees can request academic/industry advice, guidance and information from their mentor
- Initially, each mentor will meet online with their mentee for an introductory session (30 minutes) then agree their own schedule e.g. 1 x meeting online per month for 30 minutes for 3 months, then review
- Each term for a mentor/mentee will last 12 months
- A review process will take place at the end of the 12-month period, led by FISITA
- Information shared should be treated as confidential, unless agreed between mentor and mentee
- All mentees must be a member of the FISITA International Connected Community and a FISITA Society Member
- Proficiency in spoken and written English is necessary
- Good communication skills and willingness to interact with and learn from mentors from diverse nationalities and backgrounds is important

Meetings/time commitment

All FMS meetings between mentors and mentees will take place online – platform to be Microsoft Teams. Initially, we suggest one meeting every three months for 30 minutes; this can increase or decrease depending on agreement between the mentor and mentee.

Mentors and mentees are expected to prepare for the meetings in advance – mentees should have their CV ready and any corresponding documents that are appropriate.

Feedback

The mentors and mentees will provide feedback, written or video, to FISITA at the end of the 12-month initiative.

The FISITA VP Education will present a report on the FMS progress at each Education Committee meeting and at each Executive Board and Council meeting.

Staff Support

The FMS will be supported by the FISITA Membership Community Manager.