

## CAREERS TEAM 2016-17

### Mentoring Programme Implementation Schedule

Time Frame	Activities / Events	
1-5 Sep 2016	Programme Introduction Session for S4-S6 students	
6-12 Sep 2016	Application period	
12 Sep 2016	Mentee application deadline	
28 Sep 2016	Orientation Day	
	1:00-2:00	Welcoming Mentors and Lunch Gathering
	2:00-2:30	Briefing for Mentors and Mentees
	2:30-2:45	Break
	2:45-3:00	Group Photo
	3:00-4:30	Group Sharing
	4:30-5:00	Debriefing for Mentors
Oct-Nov 2016	First Meeting*	
17 Dec 2016	Mock Interview (for S6 students) (To Be Confirmed)	
Jan-Mar 2017	Second Meeting*	
27 Feb 2017	Workplace Visit (To Be Confirmed)	
Apr-May 2017	Third Meeting*	
30 Jun 2017	Evaluation (Submission of reports by every mentee)	
8 July 2017	Closing Ceremony	
Jul-Aug 2017	Fourth Meeting*	

\* All activities should preferably be initiated by mentors upon discussion with their mentees. Activities may include sharing on studies and preparation for future careers, visiting relevant workplaces as well as other social and career exposure. Mentees should meet their mentors at least 4 times in the coming school year. However, either the Mock Interview or the workplace visit could be counted as one of the activities. If possible, mentors may communicate with their mentees by emails, Facebook, WhatsApp or otherwise regularly so that mutual trust could be established and mentees will also be encouraged by mentors' guidance and support. All mentees are reminded of the safety when meeting mentors. They are liable to inform the details of the meetings to parents themselves.