

Rules of the game: Matching and chemistry meeting

- (1) The mentee receives a suggestion for a potential mentor. Based on her preferences regarding mentoring topics as well as other preferences, such as academic experience and gender.
- (2) If she agrees, **the coordination will approach the potential mentor**. The mentee's profile is anonymised at this stage. Only information regarding the requested mentoring topics, the mentee's qualification progress, and her professional affiliation will be communicated.

The mentee may not get in contact with the potential mentor at this stage!

- (3) Once the coordination is informed of the mentor's agreement for an matching and chemistry meeting with the mentee, **the mentee will take the initiative to make contact and arrange a meeting time (Matching & Chemistry Meeting)**.

Topics for the introductory meeting are:

- Mutual introduction (e.g. mentees can send a CV in advance)
- Topics the mentee wants to address during the mentoring process
- Background and experience of the potential mentor
- Mutual expectations for the mentoring relationship
- Possible time frames for mentoring sessions
- Testing personal chemistry

- (4) **After this first meeting, the mentee provides feedback to the coordination about whether they feel the match is suitable.**



If the feedback is positive, the coordination will check with the mentor about their willingness to take on the mentoring role. **If both parties agree, the matching process is complete, and the tandem starts the program together.**



If one party is not in agreement, the coordination will suggest an alternative to the mentee.

- (5) The mentoring tandem can start the mentoring process after the mentees have completed the role preparation.