

Mentor Checklist:

During this phase, you will be engaging with the activities listed below. Please use the resources provided to guide your work.

We encourage you to focus on developing your relationship while completing the tasks below.

- Support your mentee in crafting a resume
(video resource: [How to Write a Resume](#))
- Discuss the importance of taking advantage of summer opportunities
- Explore what your mentee wants to do during the summer and research specific opportunities (resource: [Summer Opportunity Tracker](#))
- Support your mentee in applying to summer opportunities of interest

Mentee Checklist:

You are responsible for ensuring that each task is completed by the end of the phase. Remember to turn to your mentor for support when needed.

- Create a resume with your mentor's support
(video resource: [How to Write a Resume](#))
- Discuss the importance of taking advantage of summer opportunities with your mentor
- Explore what you want to do during the summer and research specific opportunities
(resource: [Summer Opportunity Tracker](#))
- Apply to summer opportunities of interest