



## Emerging Leader – Mentor Program

We are offering an **Emerging Leader** course for students enrolled on the Fergus Falls campus of M State. This new opportunity will connect our local college students to the community and businesses. As a part of the program, Chamber Members will have the opportunity to mentor a student who will gain real-world experience and earn college credit. Our goal is to retain and attract a quality workforce with some leadership knowledge. The **Emerging Leader** course (LEAD1000) will give students exposure to Fergus Falls businesses, the broader community, and local connections as they transition to the workforce. Businesses and Non-Profit agencies may apply to be a mentor.

### Mentor Responsibilities:

- **Offer students:**
  - A full working experience including high level business interactions
  - Allow student to spend time with different people in the organization, demonstrating the correlation of roles and leadership within
  - Social experiences and skills-building in a business atmosphere
  - Show the value of networking and being connected
  - Practice professional communication: phone, email
  - Opportunity to attend a board, staff, civic club, or committee meeting
  - Practice simple etiquette for lunch/dinner meetings
  - Potential “hands-on” learning environments
  
- **Guidelines:**
  - The student is not a volunteer or employee. This program offers experiential learning
  - Relationship needs to remain as a business relationship with clear boundaries
  - Be respectful and able to work with cultural differences
    - Most students will be 18-20 years old
  - Be aware of company’s privacy policies and where students will be engaged

### Benefits of Participation:

- Students
  - Professional opportunities beyond graduation
  - Feel a connection to the community
  - Gain real world experiences and hard to teach “soft skills”
  - Better transition to community and workforce
  - Learn what energizes them and what drags them down (likes/dislikes)
- Businesses
  - Community service opportunity
  - Potential to find a well-matched employee after mentorship
  - Make a personal connection and positive impact on a student and future leader
- M State reaches the goal of more in-depth community connection



## Emerging Leader – Mentor Program Details

### Business Profile Information (“Sell yourself” in a 1 page summary):

- Short Business Description
- Careers offered, salary ranges & education requirements (not necessarily current openings)
- When is mentoring available: days of week and hours
- Requirements such as dress code (closed-toe shoes, long pants)
- What do you hope to gain as a mentor?
- Share a leadership experience anecdote or story? How has leadership impacted your career?
- Optional 1-2 minute video
- Submit to Lisa Workman, Fergus Falls Chamber ([lworkman@fergusfalls.com](mailto:lworkman@fergusfalls.com)) by December 30, 2016.

### Mentorship Experience Timeline (Business Focus):

December 30, 2016 – Mentor Profiles DUE to the Chamber  
January 9, 2017 – 1<sup>st</sup> Class meeting, 3:30-4:20pm – class syllabus to be shared with mentors  
January 23, 2017 – “Speed Networking” chance for students to meet potential mentors  
January 30, 2017 – Mentors notified of student match, mentorship experience begins  
February 6–April 28, 2017 – Mentorship Experience session (approximately 2.5 hours/week)  
March 13-17, 2017 – Spring Break  
TBD – “Final Event” – social/networking/etiquette event  
May 1-5, 2017 – Finals Week, Program Evaluation

**LEAD1000 Course Description (2 credits):** The emerging leader course allows students to understand leadership concepts, strategies and skills in a workplace setting. The student will practice workplace skills and self-reflection in preparation for a leadership position in a workplace or a community. The student will be assigned a business mentor and will spend 32 hours in a business or non-profit environment and 16 hours in the classroom. This course is designed to enhance the student’s ability to function as an effective community leader.

### Competencies:

1. *Describe the components of effective leadership in the workplace.*
2. *Demonstrate appropriate workplace behaviors.*
3. *Differentiate between effective and ineffective leadership strategies.*
4. *Describe the importance of leadership in workplace and community effectiveness.*
5. *Increase self-awareness through the exploration of leadership values and beliefs.*
6. *Understand individual strengths and how they apply in team, leadership, and community settings.*

Instructor: Ramona Caswell, Chemistry Professor ([ramona.caswell@minnesota.edu](mailto:ramona.caswell@minnesota.edu), 218-736-1597)

# EMERGING LEADERS COURSE

## Are you ready to be a leader?

Gain real-life leadership experience, mentoring and an opportunity to see a business or organization from the "inside" by registering for the **LEAD Emerging Leaders** course on the Fergus Falls campus.

**Through LEAD Emerging Leaders, students have the opportunity to:**

- Interact with business and community leaders
- Experience leadership in action
- Learn about career opportunities in Fergus Falls

**More than two dozen Fergus Falls business and community leaders have already volunteered to mentor students.**

Students will spend 32 hours with their mentor and 16 hours in the classroom.

**Registration is now being accepted for the LEAD Emerging Leaders course, which will meet Mondays during Spring Semester 2017 from 3:30 to 4:20 p.m. Students can register for LEAD1000.**



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