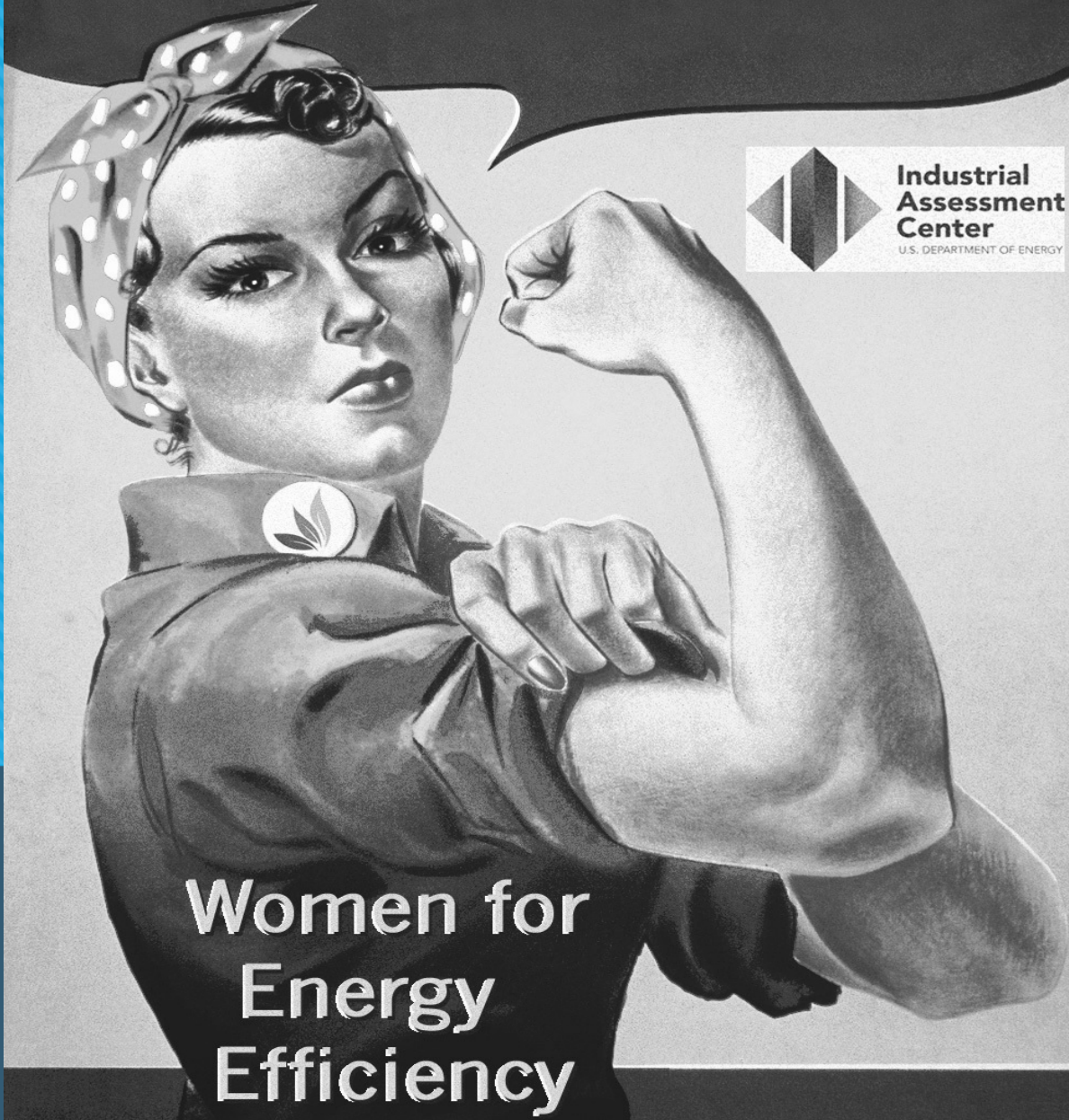


WE² Mentorship Program

December 2019

WE² Can Do It!



Women for Energy Efficiency

Introduction



Emily Sechrist

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Siddika Pasi

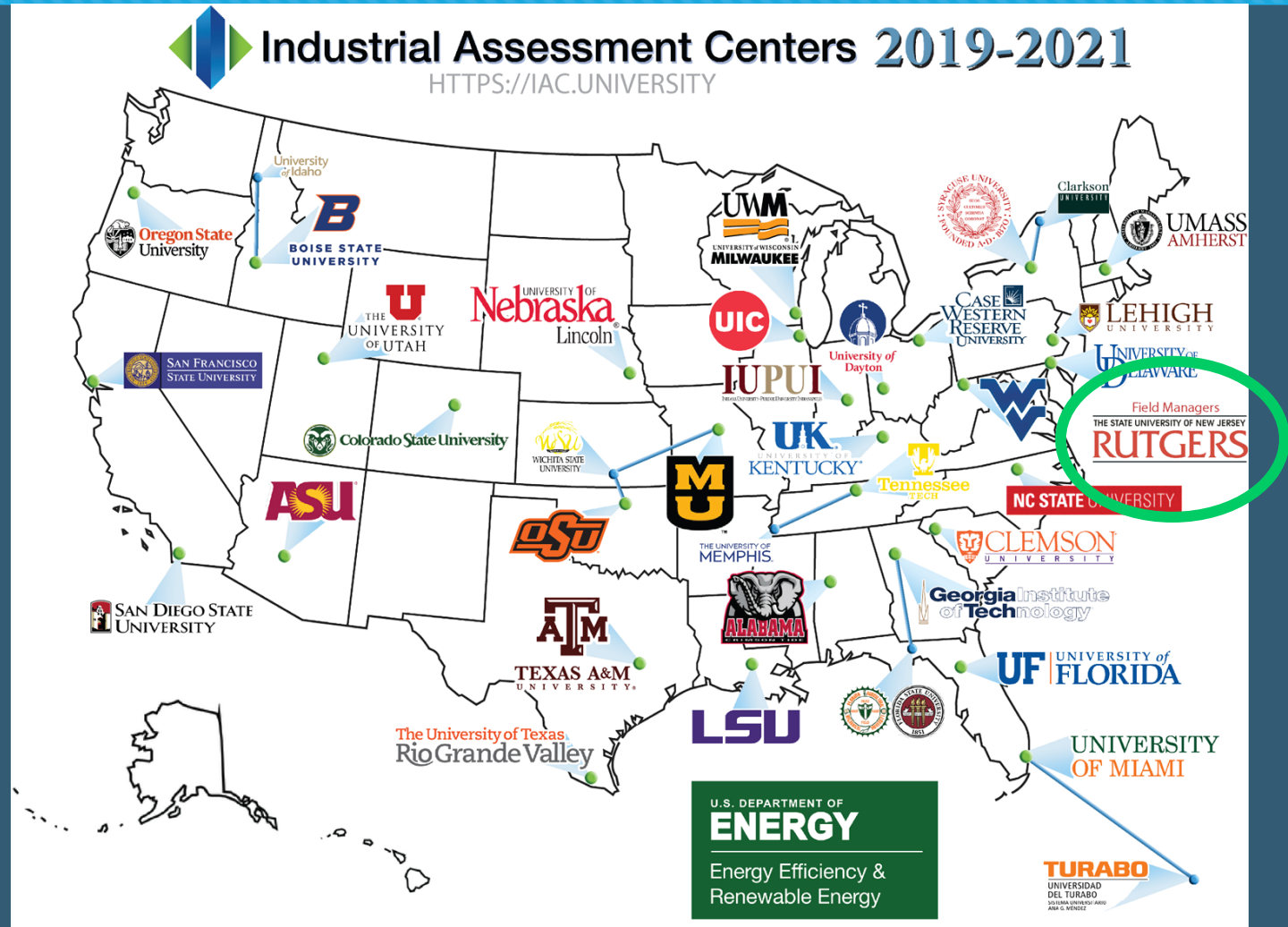
Associate Director

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Rutgers Center for Advances Energy Systems – Field Managers of IAC Program

US DOE Industrial Assessment Centers (IACs)

- 31 centers at premiere engineering universities across the US
- Help small and medium sized US manufacturers save energy, improve productivity, and reduce waste by providing no-cost technical assessments conducted by university-based teams of engineering students and faculty
- Program managed by Field Management Team at Rutgers University
- iac.university





Program Goals

Program Goals

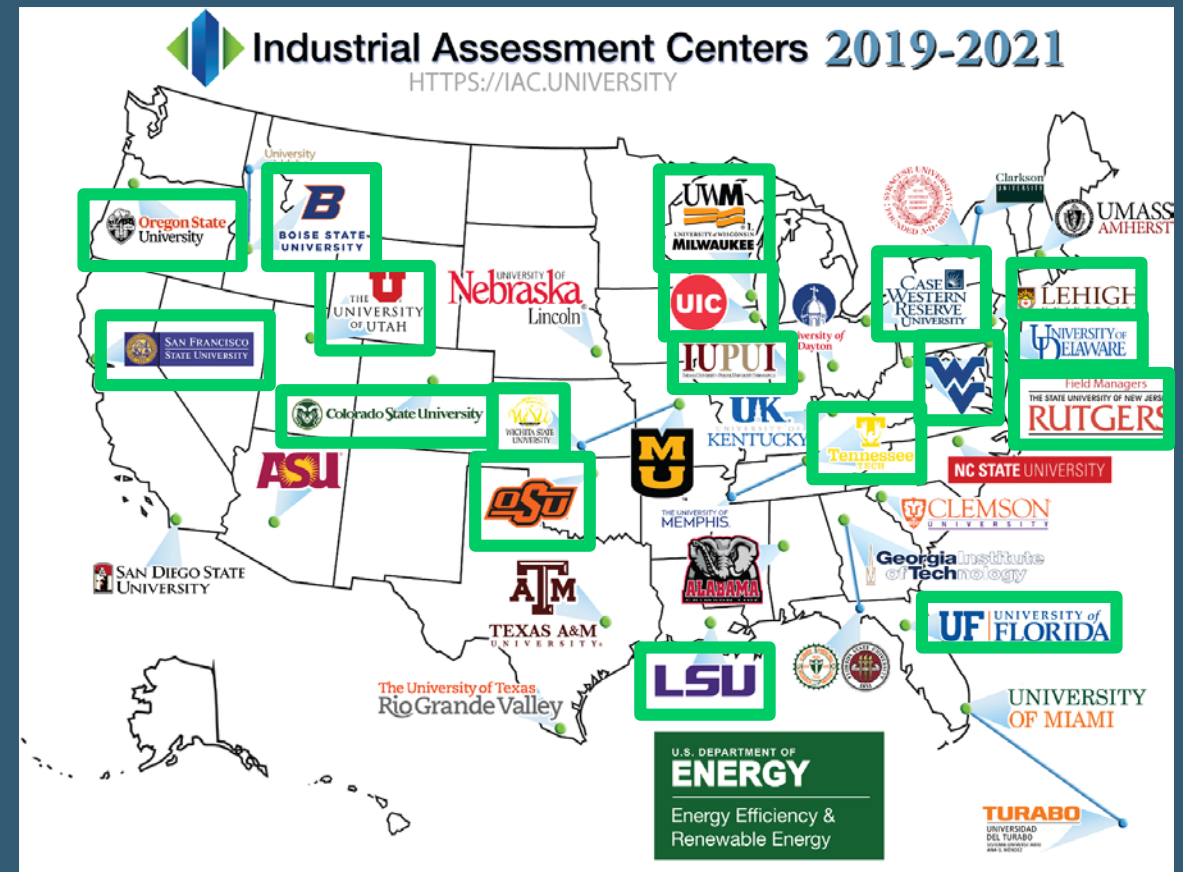
- **Professional Skill Development**
 - Help both mentees and mentors strengthen their leadership, communication, networking, and other professional skills.
- **Workforce development**
 - Identify potential career paths for students. Connect industry leaders with up-and-coming talent.
- **Increase IAC program diversity and retention**
 - Strengthen female presence in the IAC program and encourage extended program participation. Increase alumni connection to IAC program.
- **Increase industry diversity and retention**
 - Strengthen female presence in the energy/engineering industry and encourage extended industry participation.



Participant Overview

Mentees

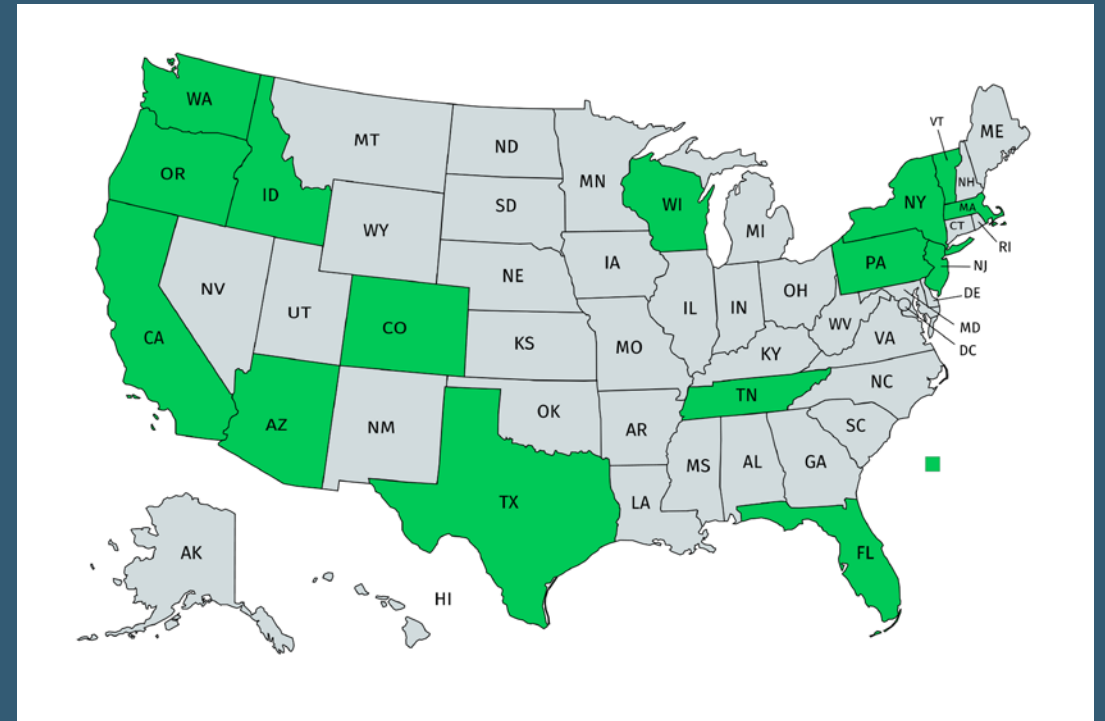
- 28 female IAC Students
 - Representing 18 different centers (56%)
 - BS
 - CO
 - CW
 - IC
 - IP
 - KS
 - LE
 - LS
 - OK
 - OR
 - RU
 - SF
 - TT
 - UD
 - UF
 - UU
 - WM
 - WV
 - 14 undergraduate
 - 1 freshman
 - 3 sophomores
 - 5 juniors
 - 5 seniors
 - 14 graduate
 - 9 masters
 - 5 PhD



Mentors

- 28 Mentors
- 16 states
- ~50% IAC Alumni
- Engineering and non-engineering
- Academia and industry
- Varying levels of experience

We would love for graduating IAC students to become future mentors!



Program Structure

Program Structure

- 1 mentee and 1 mentor per pair
- Structure very open-ended and will vary for each pair
- Suggested activities/topics for discussion sent out bi-monthly
- Meet via Skype/phone or in-person if geographically feasible
- Ideas:
 - Mock interviews
 - Resume reviews
 - LinkedIn reviews
 - Book/article discussions
 - Attend conferences or industry events together or with other program participants
 - Mentee shadow day at mentor's work
 - Connect mentee with someone else from your network



Tips

- Be open about your schedule
- Don't overcommit but establish regular check-ins
- Don't wait for your program partner reach out, take the initiative!
- Always end a meeting by scheduling your next meeting and clearly assigning any "follow up" work
- Use our suggested activities/tip sheets as needed
- Inform each other of travels or upcoming events that you plan to attend to see if you can meet face-to-face
- Reach out to program managers whenever you are stuck or have questions

Program Resources

Tip Sheets

Industrial Assessment Center Program Women for Energy Efficiency Network Mentorship Program

WE² Mentor Tip Sheet

1. Know Your Strengths

Know what you bring to the table. Take an inventory of your mentoring skills. Think about the guidance that was the most and least helpful to you as you traveled your career path.

2. You Don't Have To Be Perfect

You don't need to know everything. There are some areas you might not be the most helpful resource for your mentor. That's ok! You can figure it out together, or help them connect to the appropriate resource and focus your time with your mentor on other areas. Don't be afraid to learn along side and share your previous mistakes with your mentee.

3. Set Expectations Early

You and your mentee must clearly outline and agree to expectations for each other and the relationship. This will help avoid role confusion and give the mentorship great potential for success.

4. Take an Interest

Spend time in the beginning getting to know each other on a personal as well as professional level. This will promote effective and fluid communication, as well as develop trust and a safe space for open communication. Find common ground, but also acknowledge how you are different.

Industrial Assessment Center Program Women for Energy Efficiency Network Mentorship Program

WE² Mentee Tip Sheet

1. Remember Your Mentor is a Volunteer

First off, it is important to remember your mentor is a volunteer. They have more experience in the field, and they are taking time out of their schedule to help you develop and grow, so there must be healthy boundaries and respect in your relationship. This means as a good mentee, you should be aware of and minimize time wasters that occur during your meetings. Make requests, not demands. Show gratitude for the time and advice. Recognize and never minimize their advanced knowledge and experience in the field.

2. Have a Goal

Know what your end goal is for your conversations with your mentor. Figure out what it is you want from your education and career so that your mentor can better direct and advise you on career path. Come with questions to ask.

3. Show Professionalism

Show up prepared and on time (or better yet, early). Your mentor has a lot of room to help you, but remember that they are likely a busy person. Take initiative in the relationship, and where you can make the first/extra effort. Be respectful and gracious as you would in a job interview. Give advanced notice if you have to cancel or postpone a meet-up.

4. Get to Know Your Mentor

Do your research. Come to your first meeting with some idea of who your mentor is and what they may be

Bi-Monthly Program Email

- Suggested activity
- Question/topic for discussion
- Mentor/Mentee spotlight or event spotlight
- List of upcoming events
- Links to [3 yearly program surveys](#)
- Links to social media pages
- Link to anonymous suggestion box
- Program managers' contact info
- Links to program documents on iac.university/we2
 - Goals
 - Tipsheets
 - Intro webinar

First Bi-Monthly Email

Surveys

- To gather metrics/feedback on the program for continuous improvement
- 3 surveys per year
 - First survey – two months after initial matchup
 - Second survey – midway through year
 - Third survey – end of year

Mentors/mentees – please keep each other accountable with surveys!



Survey #1: Start of Spring Semester (2 months)

I am the:

- Mentor
- Mentee

My mentor/mentee:

- Lives in the same state as me
- Is in same state somewhat regularly due to travel
- Does not live near me and no regular shared locations

How many times have you talked via phone, skype, in person, etc?

- Not yet made contact
- Once
- 2-5 times
- >5

On a scale of 1 to 5, how well matched are you and your mentor/mentee?

1=nothing in common / not helpful to mentee

2=some common ground

3=neutral

4=good

5=near perfect matchup

Email/Survey Schedule

- First Monday of the month, every other month (Orange = survey attached)
 - December 2, 2019
 - February 3, 2020
 - April 6, 2020
 - June 1, 2020
 - August 3, 2020
 - September 7, 2020
- *Program to re-start in October 2020*

Social Media - Facebook

- IAC Women for Energy Efficiency Facebook Group
 - <https://www.facebook.com/groups/2412385765651819/>

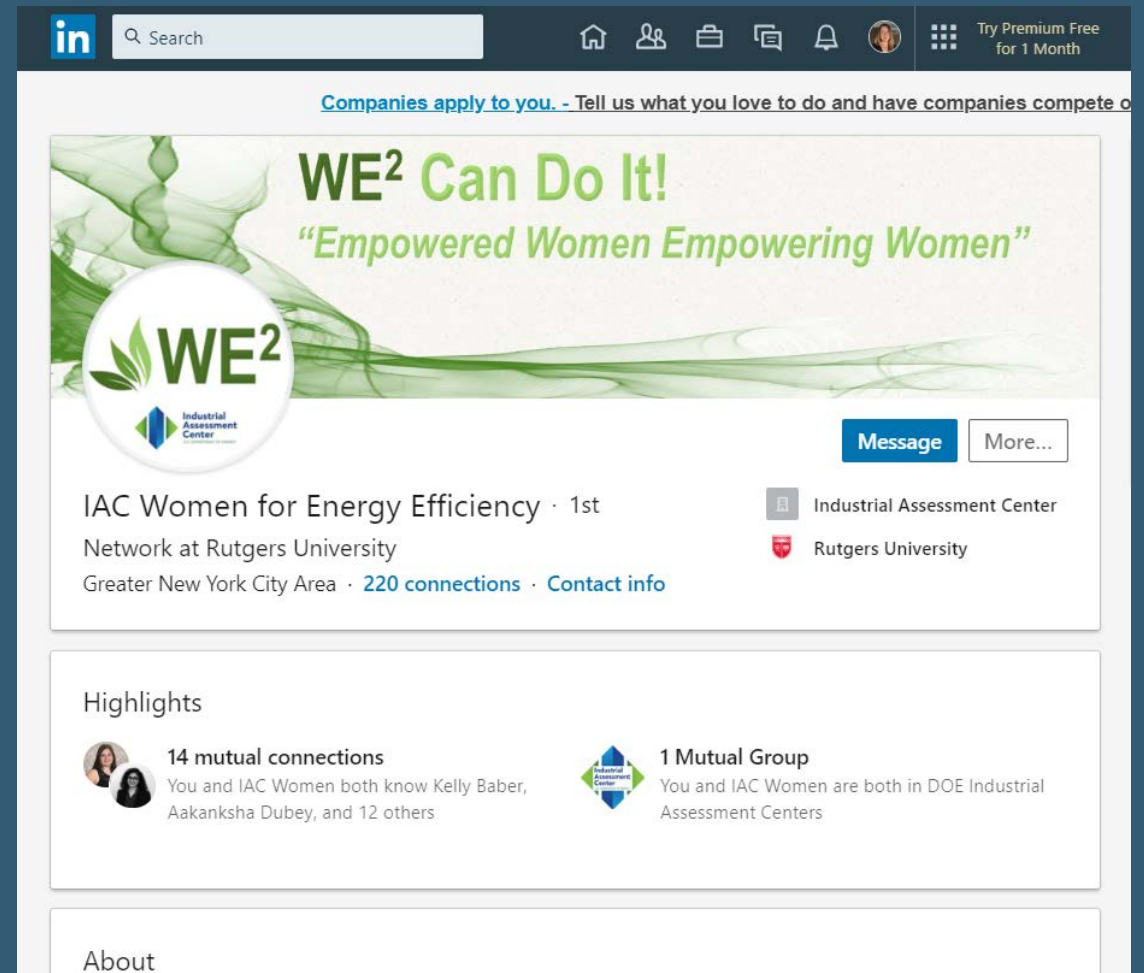
Please feel free to openly post/share here!

The screenshot shows the Facebook interface for the 'IAC Women for Energy Efficiency (WE2)' group. The group is private and has a cover photo featuring a woman in a green polka-dot headscarf with the text 'WE2 Can Do It!' and the Industrial Assessment Center logo. The left sidebar shows group navigation options like 'About', 'Discussion', 'Members', 'Events', and 'Photos'. Below that is a 'Shortcuts' section with links to 'DOE IAC Student Page', 'IAC Women for Energy...', 'Flash Foxy Women...', 'Birdsboro Rock Quarry', 'New Jersey VegFest 20...', 'RU COMPOST', and another 'New Jersey VegFest 20...'. The main content area shows a 'Write Post' section with a 'Write something...' prompt and options for 'Photo/Video', 'Watch Party', and 'Tag Friends'. Below the post area is a 'NEW ACTIVITY' section with a post from 'Rutgers Caes' dated November 1 at 12:21 PM, which includes a link to a blog post about a women-in-energy event. The right sidebar contains an 'INVITE MEMBERS' section with a search bar and a list of 16 members, followed by a 'SUGGESTED MEMBERS' section and a 'DESCRIPTION' section stating the group's goal is to enhance women's experience in the Industrial Assessment Center.

Social Media - LinkedIn

- IAC Women for Energy Efficiency LinkedIn Page
 - <https://www.linkedin.com/in/we2/>

Please feel free to openly tag us in things you want to share!



The screenshot shows the LinkedIn profile page for "IAC Women for Energy Efficiency". The profile banner features a green and white design with the text "WE² Can Do It!" and the tagline "Empowered Women Empowering Women". The profile picture is a circular logo with the text "WE²" and "Industrial Assessment Center". The profile name is "IAC Women for Energy Efficiency · 1st", and it is identified as a "Network at Rutgers University" in the "Greater New York City Area" with "220 connections". The page includes a "Message" button and a "More..." dropdown menu. Below the profile information, there are sections for "Highlights" showing "14 mutual connections" and "1 Mutual Group".

Companies apply to you. - Tell us what you love to do and have companies compete o

WE² Can Do It!
"Empowered Women Empowering Women"

WE²
Industrial Assessment Center

Message More...

IAC Women for Energy Efficiency · 1st
Network at Rutgers University
Greater New York City Area · 220 connections · Contact info

Industrial Assessment Center
Rutgers University

Highlights

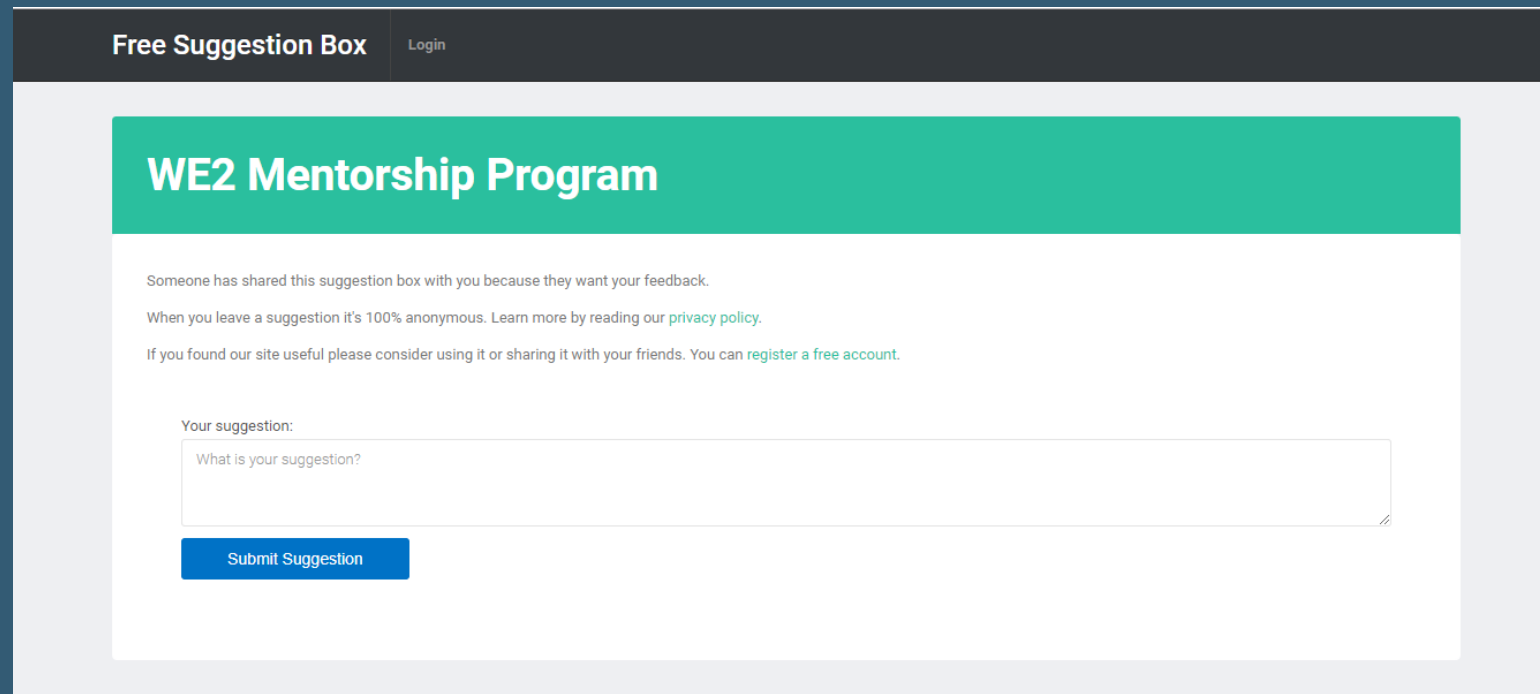
14 mutual connections
You and IAC Women both know Kelly Baber, Aakanksha Dubey, and 12 others

1 Mutual Group
You and IAC Women are both in DOE Industrial Assessment Centers

About

Anonymous Suggestion Box

- An anonymous forum for program participants to submit suggestions at any time
 - <http://freesuggestionbox.com/pub/nzxulws>



The screenshot shows a web interface for a suggestion box. At the top, there is a dark header with the text "Free Suggestion Box" and a "Login" link. Below this is a green banner with the title "WE2 Mentorship Program". The main content area is white and contains the following text: "Someone has shared this suggestion box with you because they want your feedback.", "When you leave a suggestion it's 100% anonymous. Learn more by reading our [privacy policy](#).", and "If you found our site useful please consider using it or sharing it with your friends. You can [register a free account](#).". Below the text is a form with the label "Your suggestion:" and a text input field containing the placeholder text "What is your suggestion?". A blue button labeled "Submit Suggestion" is positioned below the input field.

Program Website

<https://iac.university/we2>

- Links to
 - Program goals
 - Suggested Activities (*coming soon*)
 - Tip sheets
 - Copies of bi-monthly emails
 - Social media pages
 - Anonymous suggestion box
 - Program managers' contact info
 - Recording of this webinar!

Program Contacts

Please feel free to contact us to share positive experiences and/or to give constructive feedback!



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Sara Neiss

Graduate Student Engineer

Rutgers Center for Advances Energy Systems

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Events

Annual Program Meetup

MARK YOUR CALENDARS NOW!

June 24-25, 2020

Seattle, WA

- Opportunity for pairs to meet face-to-face and to meet other program participants
- Networking, structured and non-structured activities, speaker panel
- We **STRONGLY ENCOURAGE** attendance! (but this is not required)
- Possibility of free/discounted registration – details to come



AEE ENERGY
CONFERENCE & EXPO

West

AEE WEST ENERGY
CONFERENCE & EXPO

June 24-25, 2020
Seattle, WA

[More Info](#)

Industry Events

- We will be providing a list of upcoming industry events in our bi-monthly emails

- AEE
- ASHRAE
- SWE
- Etc.

- Keep an eye on this list to see if your mentor/mentee or other program participants are planning to attend – great way to make a face-to-face meeting happen if you don't live near each other

- If you know of other events that should be included , please let us know!

- We are happy to include local events

WE Local 2020 Host Cities

WE Local will be heading to the following cities in 2020.

San Diego, January 31-February 1, 2020
Conference: San Diego Convention Center
Hotel: Hilton Gaslamp

Salt Lake City, February 7-8
Conference: Salt Palace Convention Center
Hotel: Radisson Hotel Salt Lake City Downtown

Raleigh, February 21-22
Hilton Raleigh North Hills

Buffalo, March 27-28
Conference: Buffalo Niagara Convention Center
Hotel: Hyatt Regency Buffalo

Bengaluru, India April 2-4
Sheraton Grand Bengaluru Whitefield Hotel & Convention Center

Des Moines, April 17-18
Conference and Hotel: Des Moines Marriott Downtown

London, England May 27-29
Sheraton Grand London Park Lane

The screenshot displays the AEE Energy Conference & Expo website. At the top, there are three main event categories: **East** (April 21-22, 2020, Cincinnati, OH), **West** (June 24-25, 2020, Seattle, WA), and **WORLD** (September 23-25, 2020, Denver, CO). Below these is a banner for **ASHRAE CONFERENCES** with social media sharing options. At the bottom, a table lists future conferences:

| Future Winter Conferences | Future AHR Expos | Future Annual Conferences |
|--------------------------------------|--------------------------------------|---------------------------------|
| Feb 1-5, 2020 – Orlando, FL | Feb 3-5, 2020 – Orlando, FL | Jun 27-Jul 1, 2020 – Austin, TX |
| Jan 23-27, 2021 – Chicago, IL | Jan 26-27, 2021 – Chicago, IL | Jun 26-30, 2021 – Phoenix, AZ |
| Jan. 29-Feb. 2, 2022 – Las Vegas, NV | Jan. 31-Feb. 2, 2022 – Las Vegas, NV | Jun 25-29, 2022 – Toronto, ON |

Next Steps

Next Steps

- Review program materials on iac.university/we2
- Review the first bi-monthly program email and your matchup email
- Reach out to your mentee/mentor sooner rather than later to plan your first meeting
- Always end a meeting by scheduling your next meeting and clearly assigning any “follow up” work
- Use our suggested activities/tip sheets as needed
- Mark your calendar for the program meetup on June 24-25, 2020
- Be open minded and see what this experience brings!

If you are stuck or have questions, please reach out

Questions?

Thank You!