



**To our new ORU career mentee:**

Thank you for your interest in the new ORU Career Services Mentor Program! This program is designed to provide you with new resources and networking contacts to begin building your career plans and professional networking skills. Mentoring volunteers are available through the ORU Golden Hire Network.

**To sign up for a particular mentoring volunteer you will need to do the following:**

- 1.) Visit [www.orugoldenhire.com](http://www.orugoldenhire.com).
- 2.) Use the Golden Hire Network Link.
- 3.) Log-in to your account using your email address and password.
- 4.) Complete your entire profile section  
(Personal Information, Academic Information, & Employment tabs. Please note that you do not have to provide a complete work history. Your current job, or any recent position you have held will enable you to complete the employment section- this is for ORU tracking purposes only).
- 5.) Click on the Networking tab at the top of the screen.
- 6.) Click on the Professional Network - Career Mentoring sub-tab.
- 7.) Search for mentors based on keywords or employers.
- 8.) Click on the last name of the mentor in which you are interested.
- 9.) When you find a mentor you are interested in contacting, click the "Express Interest" button to contact the mentor.
- 10.) Your chosen mentor will now be contacted through the system and should contact you within a few days.
- 11.) Work with your mentor to establish goals for your time spent in collaboration.

**Be sure that you read the Career Services Mentee Guidelines so that you will know what can be expected of your mentor as well as what your guidelines are in this networking venture.**