



**Canadian Society
for Biomechanics**

**Société canadienne
de biomécanique**

Responsibilities of CSB-SCB Peer Mentorship Program Mentors & Mentees

The CSB-SCB Student Representatives will match mentors to assist mentees with their applications for national awards (CIHR, NSERC), other awards (provincial, other), and masters, doctoral and post-doctoral positions. Mentors will be assigned to each applicant with the goal of providing help through advice on application strategies and feedback on portions of the application, and/or to discuss other concerns. For non-application driven interactions, Mentors will be assigned to the Mentees based on areas of interest/ research, and/or level. The following is a starter guide towards facilitating a positive and productive relationship.

Mentor:	Mentee:
<ul style="list-style-type: none">• Respond to mentees in a timely fashion. If you are absolutely unable to help inform us as soon as possible so a new mentor can be assigned.• Give constructive feedback:<ul style="list-style-type: none">○ Comment on positives of the writing, overall story, and/or strategy. ○ Is the well put together (formatting, typos, spelling, grammar, etc.)○ Are there redundancies, do the sections support each other.• Prioritize your own time:<ul style="list-style-type: none">○ Give your mentee general strategies and places to review (e.g., comment on topic sentences or paragraph flow, and less on specific words or punctuation).○ Evaluate how the applicant comes across throughout (e.g. did their leadership section give you a strong sense of a past contributions and further potential.	<ul style="list-style-type: none">• Be aware that your mentor is volunteering their time, and may have more than one mentee.• Rely on more than just your mentor for feedback. Seek out lab-mates, supervisors, friends to also review your application.• Connect with your mentor over e-mail.• Be willing to listen to the feedback and adjust your documents.• Be specific, and ask for specific help (e.g., “Did this new topic sentence read well in the context of the rest of my essay?”).• Ultimately, you (not your mentor) are responsible for ensuring the quality of your application.

Please email any questions or concerns to your CSB Student Representatives (students@csb-scb.com).