SAV Ladies’ Group – Mentoring Program – Application Form

Dear Ladies,

As stated during the SAV annual meeting in Lucerne, we are setting up a mentoring program for the SAV ladies’ group. The objective of this program is to establish a platform for discussion and supporting younger actuaries on how to best evolve in a professional environment. This program is aiming at pairing ladies from different companies, by providing the mentees the opportunity to discuss areas of interests and challenges with a more senior actuary.

Who is it for?

Mentees should be actuaries with up to 10-15 years of experience, who are looking at addressing areas of interests and at developing their careers. By joining the program, you will have the opportunity to discuss your topics with a more senior actuary, who will share her experience with you, and help you find an adequate way forward to your situation.

Mentors should be actuaries with more than 10-15 years of experience, preferably with line manager experience. Mentors should agree to spend 1-2 hours per month on a mentoring meeting (preferably face-to-face). By joining the program as a mentor, you will have the opportunity to get to know younger professionals and use or develop your mentoring and coaching skills.

What subject could be covered?

Subjects could cover a wide range of topics, such as

- How can I make my voice heard in meetings?
- How shall I promote my work towards my line manager?
- I would like to manage a team, what skills should I develop?
- I would like to have more responsibilities, how could I achieve this?
- I would like to change position, how should I tackle this?
- Is it time for me to change employer?
- I work part-time and would like to expand my responsibilities, how could that work?
- …

How will the program work?

1. Application

If you are interest to join the program as a mentee, please complete the below application form and send it back to Valérie Lebrun (valerie.lebrun@zurich.com) by October 6th.

If you are interested to join the program as a mentor, please get in touch with Valérie Lebrun (valerie.lebrun@zurich.com) or Annegret Eiermann (Annegret.Eiermann@swisslife.ch). We are still looking for volunteers!
2. Selection of pairs

One of the first criteria for the selection of the pairs will be the location of both the mentee and the mentor, so that face-to-face meetings can be organised. As second criteria, we will ask the mentors to select the mentee that they wish to work with considering their alignment of interest.

3. Kick-off meeting

Towards end of October, we will organise a call to set-up the framework for the program, so that all mentors and mentees have a common understanding of what we try to achieve, and how it should be carried out.

4. Ongoing meetings

After the kick-off meeting, we would suggest that the pairs meet on regular basis (at least on a monthly basis). The mentees are responsible for organising the meetings, and bringing up the subjects that they wish to address.

5. Feedback

In July 2020, we will organise a short feedback session, in view of understanding what has worked, and what has not. If the program was successful, we will carry out a second cycle. And of course, pairs that wish to continue to work together are then welcome to do so.

Should you have any questions to the above, please do not hesitate to contact either Valérie or Annegret.

We are very much looking forward to your application to the program.

Kind regards,

Valérie Lebrun & Annegret Eiermann
Valerie.lebrun@zurich.com; Annegret.Eiermann@swisslife.ch
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Name:

Company:

Email address:

Phone Number:

LinkedIn Page:

Available for meetings in the following location(s):

- Basel
- Bern
- Genève
- Lausanne
- St-Gallen
- Zurich

What topics would you like to discuss during your mentoring program (please describe in a few sentences the areas that you would like to address during your meetings with the mentor):