

# EMERGING LEADERS



Carnegie  
Mellon  
University

Partner  
Packet





## ABOUT EMERGING LEADERS

A long-standing CMU tradition for first-year students, Emerging Leaders (EL) promotes the development of leadership skills through the lens of community engagement and social action.



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# EMERGING LEADERS

## KEY TERMS



### ELTL

An Emerging Leaders Team Lead is an upperclass student who helps coordinate the Emerging Leaders program and provides guidance to mentors.



### Mentor

An Emerging Leaders Mentor is an upperclass student who helps guide a group of first-year students. This will be your primary contact with the program.



### Impact Team

A group of 7-10 first-year students and their mentor. One impact team will be assigned to your organization.



### Impact Project

A project designed by the impact team, and approved by you, to address a need in your organization.



## IMPACT PROJECT EXAMPLES

Impact projects are designed to address a need unique to your organization, but here are some examples of what past projects have looked like, to give you a sense of the scale:



### Social Media Strategy

One partner organization marked improved social media impact as their need, and noted that they didn't have a full-time social media manager. So the impact team created a social media strategy for their partner organization including easily accessible templates so that posts could be created in a uniform way.



### Archive Wall

One organization noted that they have deep roots in the community and boxes of unused archival materials. The impact team worked to create an archive wall at the organization, tracing its history and key moments.



### Outreach Event

One organization was looking for opportunities to spread awareness about their organization and the broader issue of their work among college students. The impact team helped design and run an informational event and workshop for undergraduates.



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## **Program Schedule**





## Initial Call December

Prior to the start of the program, you can expect a call from the EL Mentor assigned to your organization. A mentor is an upperclass student that will help coordinate your impact team of first-year students. They will be your primary contact throughout.

This call is just designed as a light introduction and an opportunity to exchange contact information, so you do not need to talk about projects or make any future plans at this point.



## Partner Fair

Wednesday, January 15, 5:00PM

Location:

Conan Room  
Cohon University Center  
Carnegie Mellon University

At this event, you will have ~3 minutes to briefly introduce the work of your organization.

Following these brief presentations, each organization will have a table, at which you can share more detailed information about your work with students, during a 30-45 minute open tabling session. Feel free to bring pamphlets or any other tabling materials that might be helpful.

Approximately 60 first-year undergraduate students will be in attendance.



## Needs-Assessment Meeting 1st Week of February

Following their leadership retreat, the last weekend of January, the EL Mentor assigned to your organization will reach out to you to schedule a meeting with your impact team of approximately 7-10 first-year students, at a time of your convenience during the first week of February.

This meeting can be virtual, but in-person (either at your organization or at CMU's Nexus) is preferable.

At this meeting, you are encouraged to identify and discuss 3-4 concrete needs of your organization. These can be small needs that a student project can easily cover, or larger needs that a student project could contribute a small part towards addressing. Importantly, you **do not** need to have pre-planned a project, nor do you need to decide on a project during this meeting. That will be the impact team's job.

Examples of needs might be something like:

- "We need a marketing plan for a new program."
- "We need to clean out and repaint an old storage room."
- "We need to update our database."
- "We need care-kits for our homeless neighbors."
- "We need a large number of socks for a street outreach."

**But, what matters most is that these needs are real needs for your organization or community.**



## Project Presentation 2nd or 3rd Week of February

Following the first meeting, your EL Mentor will reach out to schedule a follow-up meeting with the impact team at a time of your convenience in either the 2nd or 3rd week of February.

This meeting can be virtual, but in-person is preferable.

During this meeting, the impact team will share their proposal for a project to address one of the needs identified during the previous meeting.

As the partner organization, we ask that you use this opportunity to offer your honest feedback of the proposal. This should include, if applicable, suggestions to improve the plan, possible obstacles or complications, and anything else that might be useful for the team to know in order to build a project that will be of real benefit to your organization.

If the designed project will be on-site at your organization, or will require access to any of your materials or facilities, this is the meeting where timing should be decided and plans for access should be made.



## **Impact Project**

**Late-February through Mid-March**

During this period, the impact team will undertake their project. If this project requires materials from or access to your organization, then this should be coordinated during this time.



## Assessment Meeting 3rd Week of March

Following completion of the impact project, your EL Mentor will reach out to schedule a final assessment meeting with the impact team at a time of your convenience in the 3rd week of March.

This meeting can be virtual, but in-person is preferable.

During this meeting, we ask that you provide your honest feedback and assessment of the project. What worked well? What could be improved? What changes might you suggest for the future? etc.



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## ELebration!

March 27, 2025  
5:00-6:00PM

Optional!

Location:

Simmons B  
Tepper School of Business  
Carnegie Mellon University

At the conclusion of the Emerging Leaders program in March, you are invited to our ELebration party. There, our impact teams will share the projects that they have been working on and celebrate their success. While optional, we strongly encourage you to stop by for this celebration of the students' hard work.

A lite snack will be provided.



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## Follow-up April

Optional!

Following the conclusion of the program, we invite organizations to schedule a follow-up in-person meeting or virtual call with the Assistant Director of Community Engagement and Leadership Development so that we can gather your feedback, discuss opportunities for future collaboration, and connect you with resources at the university.



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