

First Impressions Workshop

Student Participant Guide

Hosted via Microsoft Teams

What This Session Is

First Impressions is a live career-coaching workshop from Global Mentorship Initiative. Each session brings a small group of GMI program graduates together with volunteer professionals who will share feedback and insight drawn from their own career experiences.

During the workshop, you will deliver a 60–90-second professional introduction and receive direct, supportive feedback on what was clear, memorable, and worth strengthening. You will also have an opportunity to ask practical career questions and learn from the volunteers' professional perspectives. The volunteers may work in a variety of roles and are participating as career coaches.

This is a professional-development workshop, not a job interview or recruitment event. The goal is to help you communicate your experience, strengths, and career interests with greater clarity and confidence.

Why This Matters

Most people in a job search never get to do what you are about to do: introduce themselves to working professionals and hear exactly what they notice. Not a course. Not a guide. A real conversation with people who can offer practical feedback based on their own professional experience.

You have already completed your GMI mentorship. You have done the preparation. This session is about applying it in front of people who can tell you directly what is working, what they remember, and what you could make stronger.

What Will Happen

0:00	Facilitator	Welcome · The facilitator introduces GMI and explains how the session works. The facilitator may divide larger groups into breakout rooms.
0:05	Volunteers	Coach intros · Each of the coaches introduces themselves. Listen and observe how they do it.
0:20	Students	First Impressions Exercise · Students introduce themselves in groups of three or four as instructed by the facilitator. After each group, Coaches and other students give feedback: <i>what worked, what they would change</i> .
0:50	Students	Open Q&A · After the exercise is complete, ask the coaches anything you want to know.
0:58	Volunteers	Close · Coaches and students share their LinkedIn profiles. Connect with them after the session.

Your Introduction

You will have 90 seconds. That is enough time to say who you are, where you are from, what you have studied or done, and what kind of work you are looking for. Not more than that.

Prepare a 90-second introduction before the session. Practice it out loud at least once.

A strong introduction answers four questions in order:

- Who are you? Name and where you are from.
- What have you done? One or two sentences on your education or experience.
- What are you looking for? The kind of role or field you are aiming for.
- Why are you here? One sentence on why this session matters to you.

You do not need to be perfect. You need to be clear. These professionals are not looking for a polished performance. They are looking for someone who can communicate what they offer and what they want.

Feedback

After each group of introductions, coaches will give feedback. Two questions:

What worked? What would you change?

The feedback is direct. That is the point. If something in your introduction is unclear or forgettable, they will tell you. That is more useful than general encouragement.

When you are not the one introducing yourself, listen to the feedback others receive. Patterns in the feedback across multiple introductions tell you what matters most.

The Chat

For smaller groups, the session runs in one Teams room. Larger groups may be sorted into smaller breakout rooms. You can participate by speaking or by typing in the chat. Both count. If you are not comfortable speaking on camera, use the chat. The facilitator will read strong chat contributions aloud.

During Q&A, type your questions into the chat. The facilitator will direct them to specific Microsoft professionals.

Before the Session

Do these two things before you join your session:

Write your 90-second introduction and practice it out loud. Time yourself

Think of a moment where you had something important to say in a professional situation and held back. What stopped you? You don't need to share it — but having it in mind will help you get more from the session.

Logistics

Date: Please see your participant confirmation email

Time: Please see your participant confirmation email – **Pay close attention to the time zone**

Platform: Microsoft Teams — link in your invitation email

Join: Please join 2 to 3 minutes before the session starts

Questions: Contact: Rose Kimu (rose.kimu@globalmentorship.org)

After the Session

Connect with the professionals on LinkedIn. They will share their profiles in the chat at the end of the session. When you send a connection request, mention the First Impressions session. A specific, brief note is always better than no note.