

# EXECUTIVE MENTORING NETWORK

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## PROGRAM OVERVIEW

### **MISSION:**

To enhance the skills, professional growth and the use of best practices in economic development.

### **VISION:**

Utilizing one-on-one mentoring sessions, group workshops and seminars to foster growth in the economic development profession.

### **DURATION:**

12 months, depending on the depth of engagement and objectives.

## PROGRAM STRUCTURE

### **Phase 1: Preparation and Onboarding**

#### **Orientation Session**

- Overview of program goals, structure, and expectations.
- Introduction to mentors and mentees.
- Explanation of roles and responsibilities.

#### **Mentor (aka Consultants) and Mentee (aka New Executives) Matching**

- Assess skills, goals, and needs of mentees.
- Match with mentors based on expertise, experience, and compatibility.

#### **Goal Setting**

- Establish individual goals for mentorship (e.g., career advancement, project-specific development).
- Develop a mentorship plan outlining objectives and milestones.

### **Phase 2: Core Program Activities**

#### **Monthly One-on-One Meetings**

- Discuss progress, challenges, and achievements.
- Provide guidance on specific projects or issues.
- Review and adjust goals as needed.

#### **Workshops and Seminars**

- *Economic Development Trends and Best Practices:* Updates on the latest trends and strategies.
- *Project Management:* Skills for managing economic development projects.
- *Policy and Advocacy:* Understanding and influencing economic policies.
- *Community Engagement:* Effective strategies for engaging stakeholders and elected officials.

#### **Practical Projects**

- *Collaborative Projects:* Work on real-life economic development projects or case studies.
- *Problem-Solving Sessions:* Address specific challenges faced by mentees or their organizations.
- *Field Visits:* Observe successful economic development initiatives in action.

#### **Networking Opportunities**

- *Industry Events:* Attend conferences, seminars, and other relevant events together.

- *Networking Sessions*: Facilitate connections with other professionals in the field.

### **Phase 3: Evaluation and Feedback**

- 1. Mid-Program Review – Completed by Mentors/Mentees**
  - Assess progress toward goals.
  - Gather feedback from both mentors and mentees.
  - Adjust mentorship plans if needed.
- 2. Final Assessment – Completed by Mentors & Mentorship Committee**
  - Review achievements and outcomes.
  - Collect feedback on the overall program experience.
  - Identify areas for improvement and future development.
  - Final Assessment shared with EDPA Leadership Team
- 3. Recognition and Reflection**
  - Acknowledge the contributions and achievements of mentors and mentees.
  - Reflect on lessons learned and successes achieved during the program at Annual Conference.
  - Award a project grant to a mentee that has actively engaged the mentoring program and submits the best proposal to initiate a community project.

## **SUPPORT AND RESOURCES**

### **Program Materials**

- Access to relevant literature, toolkits, and online resources.
- Templates for goal setting, project planning, and evaluation.

### **Support Network**

- Access to program coordinators for additional support and guidance.
- Regional Peer support groups for sharing experiences and advice.

### **Continued Learning**

- Opportunities for ongoing education and professional development beyond the program.

## **PROGRAM ADMINISTRATION**

### **Program Coordinator**

- Responsible for overseeing the program, facilitating sessions, and managing logistics.
- Enlist the assistance of several Committee Members to help drive the program.

### **Mentor Selection Criteria**

- Expertise in economic development.
- Proven track record of success and leadership.
- Strong communication and coaching skills.

### **Mentee Selection Criteria**

- Demonstrated interest in economic development.
- Clear goals for professional growth.
- Commitment to participating actively in the program.

## **COST**

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FREE for EDPA Members

Included in EDPA Membership

## **HOW TO APPLY**

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Fill out a mentorship form on the EDPA website!

## **LEARN MORE**

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**BECOME A MEMBER TODAY!**

For more information, contact Ryleigh Huppler!

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