

Emerging Leaders – Mentoring Program

Mentor Application Form

NOTE: By completing this form, you give permission to MPI-OC to publish the information you provide below on the Mentoring Page of www.mpioc.org. Once you are paired with a mentee, your information will be removed from the web site. We will maintain your information on file for the next optional enrollment period. You may withdraw your information at any time by contacting info@mpioc.org.

I AM A:		
<input type="checkbox"/> Corporate Planner	<input type="checkbox"/> Association Planner	<input type="checkbox"/> Government Planner
<input type="checkbox"/> Independent Planner	<input checked="" type="checkbox"/> Supplier	<input type="checkbox"/> Third Party Planner
NAME Dawn Rasmussen	DESIGNATION(S) (EXAMPLE: CMP) CMP, CARW, CTP	
COMPANY Pathfinder Writing and Career Services LLC	WORK PHONE 503-539-3954	# OF YEARS IN THE INDUSTRY 21
E-MAIL ADDRESS dawn@pathfindercareers.com	WORK CITY Portland	# OF YEARS WITH MPI-OC 11
MPI-OC COMMITTEE(S) YOU CURRENTLY SERVE, POSITION(S) YOU HOLD VP of Communications		
OTHER ORGANIZATIONS TO WHICH YOU BELONG National Resume Writers' Association, Career Directors International, Society of Human Resource Management, Portland Human Resource Management Association		
PLEASE GIVE A BRIEF DESCRIPTION OF YOUR CAREER PATH TO DATE Studied communications at Pacific University, worked at Channel 2 in Portland, then went to a private production company that won 2 Emmy Awards on the production I worked on as an Assistant Producer (age 21); got tired of the "feast or famine" aspect of small production co.'s so I decided to start over and got into the hospitality industry by working at Washington County Visitors Association as an intern, then got hired at Travel Portland as the receptionist. Then moved into the mailroom and also worked as an event intern. Got rehired at WCVA as a tourism/convention sales manager and covered tour/travel and sports markets. Next step was getting rehired at Travel Portland as a Travel Industry Sales Manager working with both domestic and international travel trade for 4 years before stepping over to Columbia Crossroads (DMC) as VP of Sales. After 9/11, I wanted to work for a larger company that could weather financial downturns better, so I got hired on as the state school to career director at the Oregon Restaurant Education Foundation working with high school kids promoting hospitality industry careers - had 49 high schools that I traveled to and provided presentations as well as planned the state high school culinary championship. After OREF reorganized, I decided it was a great time to start my own business and now, today, I write resumes, speak to groups, build partnerships, and contribute career-related articles to national publications and websites.		
PLEASE DESCRIBE YOUR AREAS OF MEETINGS EXPERTISE (I.E. NEGOTIATIONS, SELLING, CONTRACTS, LOGISTICS, ETC.) All aspects for full-cycle meetings expertise from start to finish; also understand the sales side from a supplier perspective as well. Committed to demonstrating best practices to ensure career success in mentoring situation. :)		
PLEASE DESCRIBE YOUR PROFESSIONAL STRENGTHS (I.E. TIME MANAGEMENT, TEAM BUILDING, MULTI-TASKING, ETC.) Strategic thinking; understanding how all the pieces come together. Good at pinpointing areas for potential efficiency measures and productivity gains, as well as understanding how upcoming trends can impact how business is conducted.		

PLEASE DESCRIBE SOME OF YOUR KEY PERSONALITY TRAITS (I.E. OUTGOING/RESERVED, FAMILY-ORIENTED, TYPE A, ETC.)

I am a strange hybrid of the "right" and "left" brain type of person - I can think big picture but also can get right down into the nitty gritty details and map out how to execute things at the ground-level. Most people are one or the other, but not both. My biggest personal strength is understanding how things relate to each other and then work to collaborate and cooperate to achieve mutually beneficial results.

Once your form is submitted, we will review for possible inclusion on the Volunteer Mentor page of www.mpioc.org. If contacted by a prospective mentee, you may choose to establish a mentoring connection if you feel it will be a good match. If you agree to the pairing, you have a responsibility to meet with your mentee the agreed amount of times per month for three months. After the mentoring period ends, any extension of your mentoring commitment is at your own discretion.

Please e-mail form to info@mpioc.org