NAME OF COMPONENT: Boston Society of Architects Emerging Professionals Network (EPNet)

COMPONENT SIZE: 1685

POINT OF CONTACT: Patricia Olshan / BSA

PROGRAM TITLE: FeedBack: An EPNet Mentoring Program

PROGRAM STYLE (presentation, panel, activity, etc): The program connects each mentee with five mentors. Throughout the five-month program, each mentor-mentee match will meet once. At the end of five months, you will have begun a relationship with one, a few, or all of the people you’ve met.

PROGRAM DURATION (60 minutes, half day, multiple day, etc): 5 months (including 1 mandatory two-hour kickoff on Wednesday, May 20; One two-hour wrap-up event in September)

PROGRAM CEUs (HSW or LU if applicable): N/A

PROVIDE A BRIEF DESCRIPTION OF THE PROGRAM:

From the invite description:

The Emerging Professionals Network (EPNet) seeks both mentors and mentees for the second FeedBack mentorship program this year.

This program aims to:

- Provide the structure for meaningful mentorship relationships to take shape
- Support the growth of emerging professionals
- Encourage design professionals at all stages of their careers to exchange ideas with people at different levels
- Empower emerging professionals to be active participants in the act of mentoring

The program connects each mentee with five mentors. Throughout the five-month program, each mentor-mentee match will meet once. At the end of five months, you will have begun a relationship with one, a few, or all of the people you’ve met.
Once paired, each mentee should contact their mentors to coordinate a time and a place for their meeting. The setting is up to each pair: lunch, coffee, office visit, or any other casual and appropriate outing that both mentor and mentee agree on (virtual and in-person).

After the program ends, it is up to each participant to build upon the foundation set by the initial meeting.

Time commitment:

- One mandatory two-hour kickoff on **Wednesday, May 20**
- One meeting per month, for five months = five meetings total
- One two-hour wrap-up event in September

Applicants will be notified of their acceptance the first week of May. All participants must attend the FeedBack Kickoff on **Wednesday, May 20**. (Tentative locations: BSA or Zoom.)

**WHO IS THE INTENDED AUDIENCE (include size and demographic)**

The intended audience is any emerging or early career professional seeking mentoring; as well as mid and late career professionals as mentors. 54 applications were received and a co-hort of 16 was selected for this second year program.

**HOW DOES YOUR PROGRAM ADDRESS THE CORE MEMBER SERVICE? (core member services are: Member Communications, Education, Advocacy, Public Outreach, Governance, Finance & Operations, and Membership)**

Each participating mentee meets 5 potential mentors over the course of five months. The program provides the loose structure for initial meetings (including exchanging ideas and professional interests with people at different levels); encourage design professionals at all stages of their careers to exchange ideas with people at different levels) and it’s up to participants to build relationships beyond this. A final wrap-up session with all participants will be held in September to share lessons learned as well as receive improvement feedback for the continued year.

**HOW (list the steps or process to implement this program, be as specific as possible. Provide sample agenda of applicable)**

- Applications were solicited from March 30 until April 30, 2020.
- EPNet Co-chairs reviewed all applications early May;
- Cohort size was based on the mentor-mentee application ratio
Acceptance letters to all participants sent May 13
Kick-off took place via Zoom May 20

WHAT ARE THE LEARNING OBJECTIVES? (provide sample learning objectives that can be used as is or slightly modified to cover program content)

- Provide the structure for meaningful mentorship relationships to take shape
- Support the growth of emerging professionals
- Encourage design professionals at all stages of their careers to exchange ideas with people at different levels
- Empower emerging professionals to be active participants in the act of mentoring

WHAT IS THE BUDGET? (include all costs including sponsors, grants, and other outside funding)

- NA - This event took place via Zoom
- $150 - Follow-up meeting in September includes food and beverages

LINKS (resource website, file library, etc.)

2020 Cohort Link:
https://www.architects.org/events/60102/2020/04/30/feedback-an-epnet-mentorship-program

AIA CONNECTION Piece:
https://issuu.com/youngarchitectsforum/docs/2019_q4_technology/38

Sample Letter to Mentor (attached to email)
Sample Letter to Mentee (attached to email)