



Women in Lodging Mentor Committee

NHLA has a team of leaders comprising our Women in Lodging Mentor Council. These members are available to assist in any area of our mentor program; please always feel free to contact any of us at any time.

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By participating in the NHLA Women in Lodging mentor program, you will have the opportunity to expand your knowledge, share your expertise and widen your network of professional women.

Mission

The mission of the WIL Mentor Program is to provide members with the opportunity to meet industry professionals who want to share their experience, knowledge and advice. Through the mentoring program WIL mentees receive guidance and support as they explore career enhancement and advancement.

Program Overview

The WIL leadership council is dedicated to provide professional development opportunities and experiences for our members. Mentees are selected through an application process and paired with mentors based on the mentees' areas of interest and availability of the mentors.

Mentor program sessions take place two times per year.

Facts about the Program

The NHLA WIL mentor program is designed to fulfill various purposes. For mentees, it recognizes up and coming leaders in the hospitality industry and provides resources for learning experience. It also gives women a chance to broaden their career horizons by exploring other departments or industry fields.

If participating as a mentor, the program allows experienced professionals to share their expertise, knowledge and guidance with a woman looking for career advancement and personal growth.

The program is an eight-week commitment for both parties - mentors and mentees.

Two-way communication is essential for the success of the program. Both the mentor and the mentee should be active participants in the program.

The NHLA WIL council provides guidelines and tips for a productive experience. However, it is up to the participants to work out a plan that is convenient for both parties.

Mentor Responsibilities

Basic Expectations for Mentors

- Provide insight about your career path and experience
- Determine the goals and aspirations of your mentee and structure accordingly
- Introduce the mentee to other key team members
- Give the mentee a tour of your property or company
- Help the mentee to expand their professional network
- Coach the mentee in various skill sets such as:
 - Leadership skills
 - Problem-solving techniques
 - Powerful communication methods
 - Organizational skills
 - Business writing knowledge

Mentee Responsibilities

Basic Expectations for Mentees

- Determine areas of opportunities
 - Share your goals and what areas you would like to explore with your mentor
- Determine your expectations from the program
 - At the end of the program, what do you hope to have achieved?
- Be prepared to dedicate time throughout each month for the mentoring
 - Work with your mentor on establishing a plan for meeting each month
- Be prepared for homework assignments from the mentor
- Complete all assignments prior to the next scheduled session
- Feel comfortable in communicating with your mentor
- Take notes, discuss any ideas, issues, suggestions or concerns with your mentor
- Be on time for the designated mentoring session; be respectful of the executive's time schedule
- Stay in touch with your mentor throughout the 2 month period

Mentor Application

If your company is a member of NHLA, you can join WIL and participate in the exciting mentor program. If you have leadership and managerial experience, consider sharing it with a woman looking to expand her horizons, develop her career and reap personal growth. [Sign up as a mentor.](#)

Mentee Application

If you are interested in professional and personal growth, career development and network enhancement, [sign up to be a mentee.](#)