



NHLA
EMERGING LEADERS

Mentor Information

Mentor Program

Mission

The mission of the Emerging Leader 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, EL members receive guidance and support as they explore career enhancement and advancement.

Program Overview

The Emerging Leaders 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 mentee's areas of interest and availability of the mentors.

Mentor program sessions take place two times per year – generally spring and fall.

Facts about the Program

The mentor program is designed to recognize up and coming leaders in the hospitality industry and provide resources for learning experience. Partnering mentors and mentees develops a process for both parties to maximize professional and personal growth.

The program is a 10-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. Conflict and difference of opinions is natural in any setting. This is part of the learning experience. Open communication allows for discussion and ultimate decision making.



Mentor Responsibilities

Expectations for Mentors

- Make the program beneficial as well as comfortable and fun – mentees are typically a little nervous in the beginning
- 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
- Take your mentee to lunch, if possible
- 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
- Meet with the mentee in person or virtually every week
- Check in with your mentee around the 5-week mark to check on progress and how he/she is feeling about the program
- Assign relevant homework which will be reviewed in the next meeting you have with your mentee
- Keep track of the experiences, development and progress to be given to the mentee at the end of the period
- Ensure the mentee has the mentor's contact information and encourage him/her to call at any time
- Be prepared to attend the final session the December 7 which will be held at the Venetian. The event will bring all participants together and include some really fun elements.

• **Suggested Schedule and Activities**



10 WEEK PROGRAM

Week 1 Introductions – Mentor & Mentee @Orleans

Week 2 Meet with Mentee and develop a plan that meets mentees' goals (in person, Zoom, Call)

Week 3 Meet with mentee and review progress; assign the next step in your designed plan

Week 4 Meet with other Mentors and Mentees to reflect on experiences – Mixer between EL Mentor Program at a location to be announced.

Week 5 Engage with your Mentor and Mentee with a property lunch followed by a department tour (if possible).

Week 6 Attend any NHLA event – Important to attend together both Mentor & Mentee – Communication will be sent on these events. Here are a few for October:

- Behind the Scenes – The Cromwell – October 11
OR
- NHLA & UNLV Golf Clinic Series Launch – October 11
- A Day at the Ranch hosted by Horses4Heroes – October 15

Week 7 Pair Mentors and Mentees together in groups of 4 (2 mentors & 2 Mentees) from same company or same network. @ The Cosmopolitan (End of Oct- Beginning of Nov) We will advise of date

Week 8 Mentor and Mentee completes NHLA Mentor Program Survey

Week 9 & 10 Email Testimonials

Conclusion - NHLA Mentor Program conclusion @Venetian Resort & Casino – December 7 from 6P – 7P.

Digital badges will be sent to all those completing the program.

Thank you for participating in this great mentor program.