

NAIOP

DL»DEVELOPING LEADERS

NAIOP

COMMERCIAL REAL ESTATE
DEVELOPMENT ASSOCIATION

COLORADO CHAPTER

NAIOP Colorado—Where Deals Get Done™

MENTOR PROGRAM DIRECTORY 2016

MENTOR

MENTEE

- Share Knowledge and Experiences
- Coach and Guide Mentees
- Facilitate Networking
- Actively Listen and Ask Questions
- Provide a Positive Role Model
- Maintain Respect

- Be Prepared
- Take Responsibility for Relationship
- Be Receptive to Feedback
- Show Professionalism
- Maintain Respect

UPCOMING EVENTS

July 18	DL M/M Program Kick-Off Event	Coors Field, Warning Track Room
July 20	NAIOP DL Project Tour	VA Hospital
August 18	Winter Classic: Hockey Tournament	Sport Stable, Ice Ranch Boulder Valley
September 13	Election Breakfast	Marriott City Center, Denver
September 21	DL M/M Program: Interview & Speaking Coach	Location TBD
September 29	Winter Classic: Curling Event	Denver Curling Center, Golden
October 13	NAIOP Colorado Fight Night 2016	Infinity Park, Village of Glendale
October 25	DL M/M Program: Wine Tasting/Etiquette Coach	Gallery 1261
November 8	Breakfast Event	Marriott City Center, Denver
November 9	DL M/M Program: Development 101 of The Lab	Location TBD
December 5	DL M/M Program: Personality Profile Review	First American Title Office
December 8	Annual Holiday Reception	Location TBD
Jan 2017	DL M/M Program: Wrap Up Event	Location TBD

Please note that calendar is subject to change

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WELCOME TO THE NAIOP COLORADO MENTORSHIP PROGRAM

Objective

Provide a young, working NAIOP member an opportunity to learn different aspects of the real estate industry from an experienced professional. The mentor would also provide career and professional advice in an effort to develop the mentee's ability to succeed in the real estate industry.

The Mentor / Mentee Relationship

Mentors and their Mentees commit to a one year term. During that period, Mentors will meet with their Mentees at least once a month, or more frequently as they feel appropriate. Mentees, this is your opportunity to engage with one of the top professionals in the industry -make it count! Some tips for success:

Mentees:

- Be proactive in reaching out to your mentor to schedule meetings
- Be respectful of your mentor's time and be flexible to their schedule
- Extend an invitation when you find events that would be of interest to both you and your mentor

Mentors:

- Enhance the experience by joining with another mentor to organize a joint mentor/mentee meeting
- Understand your mentee's goals for the program

Note: Additional tips for success included on next page.

Opportunities for Group Interaction

The Mentorship Program Kickoff Event will be held at Coors Field, Warning Track Room scheduled July 18, 2016. In addition to the kickoff event, there will be several additional events specifically for Mentors and Mentees. You can find these under the upcoming events section.

Engage and Learn!

The NAIOP Colorado calendar of events page at NAIOP-Colorado.org will serve as a valuable resource for mentorship participants. The calendar will continually be updated with events designed to enhance awareness and understanding of industry trends. Attending events such as DL's Deals, Drinks & Dives with your mentor or NAIOP breakfast meetings with your mentee serve as great opportunity to enhance the relationship developed through the mentorship program.

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TIPS FOR HOW TO HAVE A GREAT MENTORSHIP EXPERIENCE

- Set the stage for a great experience by conveying your enthusiasm and making a personal connection via the tone of your email or phone communication.
- Establish the time and location for the meeting, specifying both the starting and ending time for the conversation. If you select a restaurant or coffee shop, it is best to share the expense.
- Agree on how much advance notice each of you would need if a session has to be postponed.
- Learn about each other in advance. Mentees could research their Mentors' backgrounds, and Mentors might request that Mentees provide a brief bio and resume prior to the meetings.
- **Mentees: be prepared for your mentoring sessions.** Prepare an agenda of topics you wish to cover, and prepare some open-ended questions that will guide the discussion without restricting Mentors' feedback. Ask if a Mentor would like to see the agenda in advance, should they feel it will help them prepare as well. As the meeting unfolds, both parties will have an opportunity to provide context, brief updates, or ask specific questions that enhance the exchange.
- Both parties should be fully present. Sharing requires excellent listening skills and your full attention. Set aside daily pressures during a mentoring session so that you can get the most from the experience.
- Be an active listener. Periodically paraphrase or repeat what the other person says to confirm that you understand a question or the feedback given.
- Make it a goal to establish a personal connection during the session. One of the pleasures of a mentoring relationship is the sense of connection between two people. This happens when conversation is shared equally and one listens with an open mind.
- A mentoring session is an exchange, not an interview. It is common for Mentees to take notes; however, don't do so excessively, or you may not be engaged in the conversation and fail to establish a relationship.
- Summarize each session. At the close of a meeting, Mentees could briefly and enthusiastically speak about the insights gained. This would help imbed the information in your mind, plus let your Mentor know to what extent the session was helpful. Mentors also could provide encouragement and summary feedback to Mentees.

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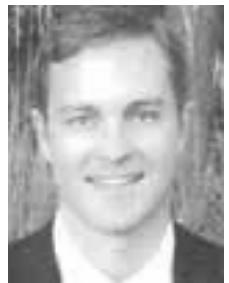
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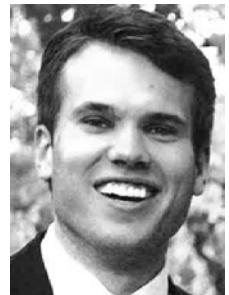
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