



January 25, 2018

Dear Mentor and Protégé Candidate:

On behalf of the CREW Miami we are excited about your interest in the CREW Miami Chapter Mentorship Program. The mission of CREW is to advance the success of women in commercial real estate and the Mentorship program certainly facilitates that goal.

The program is open to women (Member's Only) seeking to make a change in commercial real estate or women who would like help conquering challenges within the industry. All backgrounds and experience levels will be considered.

Protégés will be assigned a Mentor based on their interests and backgrounds. The time commitment is to meet with mentors approximately once every three to four weeks either by phone, email or in person to discuss the curriculum. The program will span March 2018 through November 2018. We are planning a Meet & Greet with the selected Protégés and Mentors in February (date and time TBD) and will make pairings so we can get started right away. We will also have program and networking events for all Protégés and Mentors to get together three additional times during the year.

This will be our First CREW Miami Chapter Mentorship class. We reserve the right to limit the number of protégés, so please apply only if you are able to commit to the program. If the timing is not right for this class, we will offer Mentoring every year in the future. There is no fee for members.

If you are interested in being a part of this opportunity, please complete the attached application and return to either of the following by Feb 9th, 2018.

Sincerely,

Ligia Labrada
ligia@brodsonconstruction.com
305.807.7074

Cristina Gonzalez
cgonzalez@langan.com
786.264.7200

2018 MENTORSHIP PROGRAM

Application for Mentor Protégé CREW Member Yes No

PROFESSIONAL INFORMATION FOR MENTORS & PROTÉGÉS

Title:	
Company Name:	
Company Address:	
Home Address:	
Business Phone Number:	Mobile Phone Number:
E-mail Address:	CREW Member Since:
# Years in Commercial Real Estate:	Professional Designations:

Briefly describe your formal education and any related commercial real estate training:

Briefly describe your commercial real estate work experience:

Please list any commercial real estate memberships/affiliations you hold:

Below, please check the professional discipline(s) that apply to you:

<input type="checkbox"/> Accounting Leasing	<input type="checkbox"/> Corporate Real Estate	<input type="checkbox"/> Lending
<input type="checkbox"/> Appraisal/Valuation	<input type="checkbox"/> Design	<input type="checkbox"/> Marketing/Research
<input type="checkbox"/> Asset Management	<input type="checkbox"/> Development	<input type="checkbox"/> Project Management
<input type="checkbox"/> Brokerage	<input type="checkbox"/> Engineering	<input type="checkbox"/> Property Management
<input type="checkbox"/> Construction	<input type="checkbox"/> Finance	<input type="checkbox"/> Title, Escrow
<input type="checkbox"/> Consulting	<input type="checkbox"/> Government	<input type="checkbox"/> Other:
<input type="checkbox"/> Corporate Communications	<input type="checkbox"/> Investments/Acquisitions	<input type="checkbox"/>

Please check the time of day you prefer for communications with your Mentor / Protégé.

Morning Afternoon Evening Combination depending on Schedule

Please check preferred methods of communication with your Mentor / Protégé (check all that apply):

Email Telephone Web based In Person Combination

Briefly comment on why you are interested in the Mentorship Program and what you hope to gain:

Please attach a current resume or link to your LinkedIn page.

MENTOR FORM

Have you been a Mentor before?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Please describe any previous experience you have as a Mentor:	<input type="checkbox"/> N/A	

Can you meet with your Protégé as often as our program requires for the next 6-9 months? If you selected No, please describe time constraints you may be under at certain times of the year.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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Would you prefer to be matched ONLY with a Protégé who is currently working within your area of expertise?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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PLEASE CHECK THE TOPIC AREAS YOU FEEL MOST COMFORTABLE ADDRESSING AS A MENTOR.

1. Career Management and Planning
(Please check specific topics below.)

<input type="checkbox"/> Career Development	<input type="checkbox"/> Consulting
<input type="checkbox"/> Career Change	<input type="checkbox"/> Contracting
<input type="checkbox"/> Career Pathways	<input type="checkbox"/> Career Break
<input type="checkbox"/> Career Planning	<input type="checkbox"/> Retiring

2. Employment
(Please check specific topics below.)

<input type="checkbox"/> Job Satisfaction	<input type="checkbox"/> Workplace Relations
<input type="checkbox"/> Performance Reviews	<input type="checkbox"/> Responsibility
<input type="checkbox"/> Compensation	<input type="checkbox"/> Contracting/Consulting
<input type="checkbox"/> Employment Contracts/Agreements	<input type="checkbox"/> Working Overseas
	<input type="checkbox"/> Insurance (Prof. Indemnity and Liability)

3. Management
(Please check specific topics below.)

<input type="checkbox"/> Employee Relations	<input type="checkbox"/> Setting strategic goals and objectives
<input type="checkbox"/> Transition from technical to management	<input type="checkbox"/> Responsibility
<input type="checkbox"/> Delegating	

4. Personal Development
(Please check specific topics below.)

<input type="checkbox"/> Interpersonal Skills	<input type="checkbox"/> Professionalism
<input type="checkbox"/> Mentoring	<input type="checkbox"/> Ethics
<input type="checkbox"/> Networking	<input type="checkbox"/> Time Management
<input type="checkbox"/> Leadership	<input type="checkbox"/> Stress Management

5. Resumes and Job Seeking
(Please check specific topics below.)

<input type="checkbox"/> Finding Jobs	<input type="checkbox"/> Job Application
<input type="checkbox"/> Choosing the right job for you	<input type="checkbox"/> Interviews
<input type="checkbox"/> Resume	<input type="checkbox"/> Work Experience

Please indicate the areas you feel you might need skills development to fulfill your role as a CREW Mentor:

<input type="checkbox"/> Attentive Listening	<input type="checkbox"/> Laying the Foundation for the Mentoring Relationship
<input type="checkbox"/> How to Support my Protégé	<input type="checkbox"/> Electronics for mentoring
<input type="checkbox"/> How to Challenge my Protégé	<input type="checkbox"/> Use of Visioning in Mentoring
<input type="checkbox"/> Goal Setting	<input type="checkbox"/> Methods for Accountability
<input type="checkbox"/> Setting Limits and Boundaries	<input type="checkbox"/> Dealing with Adversity and Problem Solving

***Thank you very much for your interest in the CREW Miami Chapter Mentorship Program.
We will make every attempt to match you with a Protégé who can benefit from your experience.***

PROTÉGÉ APPLICATION

With which aspects of your career development would you like assistance?

(Check all that apply and prioritize, i.e., 1, 2, and 3 with 1 being most important)

<u>Career Development Skill</u>	<u>Rank</u>
_____ Career Management/Planning/Goal Setting	_____
_____ Choosing the Right Educational Decisions	_____
_____ Employee Choices/Career Changes/Negotiating Skills/	_____

_____	Contracting, Consulting or Employee	_____
_____	Understanding How to Manage People Effectively	_____
_____	Personal Development (Leadership/Time Mgmt, Networking)	_____
_____	How to Find and Get the Right Career Opportunity (Resume Writing, Interview Techniques, Applying Work Experience)	_____
_____	Developing leadership skills	_____

Describe career-focused challenges you are currently facing (if any):

Describe the characteristics of your "Perfect Mentor."

***Thank you very much for your interest in the CREW Miami Chapter Mentorship Program.
We will make every attempt to match you with a Mentor who can benefit from their experience.***