



PMI Los Angeles Chapter

2022 Mentorship Program

Virtual Kickoff Meeting

mentor@pmi-la.org

Let me introduce myself

My name is Tia Eskandari and I am the Director of Service for Allied Universal Technology Services. I joined my previous employer G4S Secure Integration in May of 2018 after deciding to pursue my Project Management Certification, which I obtained in May 2021. In my current leadership role, I manage the Technology Service and Maintenance teams for the Southwest regional branches. I have a passion for leadership development and in my spare time, I love to spend time with my husband and dog (Pablo Escobar).



Agenda

- What is mentorship all about?
- Support/resources
- Mentor Program – 3 formats, FAQs
- 6-month structured program
 - Mentee and Mentor role & expectations
 - Benefits (PDUs)
 - Forms
- Next steps
- Q&A

What is mentorship all about?

Mentors

- Mentorship is about trust and active listening is critical
- Getting to know the goals of your mentee and share your goals as well
- Identify how you can support the goals of your mentee
- When it's not clear, simply ask...How can I support you?
- Respect your mentees' time
- Provide clear advice and identify ways to keep your mentee accountable

Mentees

- Be clear with your goals and not your problems
- Come to each session with clear objectives and agenda for your mentor to better assist
- Keep your mentor updated on your progress even if there are roadblocks
- Follow-up or Follow through on advice your mentor has provided
- Respect your mentor's time
- Remember mentorship is 2-sided and don't be afraid to ask how you can support your mentor

Resources

- Mentor Program Director - Tia Eskandari
mentor@pmi-la.org
- Sponsor: VP of Career Development – James Jackson
vpcareerdev@pmi-la.org
- PMI-LA Board of Directors
 - President- Svetlana Averbukh
 - VP of Operations/President-Elect Debra (Deby)Covey
 - VP of Technology- Richard Martinson
 - VP of PMO and Administration- Oliver Grant
 - VP of Membership- Eric Brown
 - VP of Career Development- James Jackson
 - VP of Programs- Alexandra Zhernova

Format

Split into 3 formats:

1) General advisors

For people wanting to find out more about the project management profession

- **project managers who would be willing to talk one on one to an individual**

2) PMP advisors

For people who want to know more about the exam

- **project managers who achieved their certification in the past 2 years and would be willing to offer advice on the application process, test preparation etc**

Note: this does NOT take the place of formal training (which we encourage)

3) 6-month mentor program

For project managers who want to progress in their chosen field

- **seasoned project managers who will commit to a 6-month formal mentor program**

6-month mentorship program

A structured program that provides opportunities for new and experienced Project Managers to grow and improve their skills professionally

It is **FREE** for LA Chapter members!

See website for more info & FAQs

[https://www.pmi-la.org/calendar?eventId=11857&ct=t\(EMAIL_CAMPAIGN_4_18_2022_21_4\)](https://www.pmi-la.org/calendar?eventId=11857&ct=t(EMAIL_CAMPAIGN_4_18_2022_21_4))

Mentor role & expectations

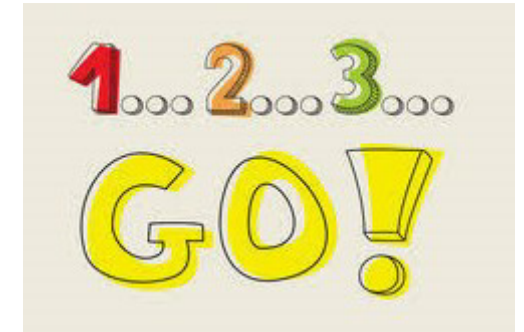
- Act as an advisor
- Have only 1 mentee to advise
- Be appropriately responsive
- Practice active listening (2-way communication)
- Ensure trust; maintain confidentiality (sign Confidentiality Form)
- Maintain a non-threatening environment
- Use resources available (books, videos, podcasts, articles etc)

Thank you for stepping up!



Mentee role & expectations

- Set realistic objectives 1 to 3
e.g. leadership skills, communication, promotion, transition industry
- At least 1 meeting per month
 - document discussions & actions (Mentee Meeting Tracking Form)
- Suggest first meeting is introductory
 - exchange resumes, review LinkedIn profiles
 - discuss mentee objectives
 - plan for future meetings (best day/time etc)
- Be professional in attitude and appearance (don't use zoom video conference in your PJ's)



MENTEE responsibility to contact Mentor and set up suitable meeting days/ times

Benefits

Mentor and mentee will learn new things!

For mentee

- Increase your skills and knowledge
- Develop a new network partner
- Increase potential for career mobility and promotion
- A supportive environment - successes and failures can be evaluated in a non-confrontational manner
- A greater appreciation of the complexities of decision-making within the organizational framework

For mentor

- Mentorship is about trust and active listening
- Get to know your mentees goals and share yours too!
- Make a difference to someone else, and take pride in the mentee's achievements
- Learn new ways to develop others
- Earn PDU's



GOAL SETTING EXERCISE

- WHAT DO YOU WANT TO ACHIEVE AND BY WHEN?
- WHY DO YOU WANT TO ACHIEVE THIS GOAL?
- HOW WILL YOU START?
- WHAT GAPS DO YOU STILL NEED TO FILL?



PDUs (for Mentors)

Ways to earn **Giving Back** PDUs

<https://www.pmi.org/certifications/certification-resources/maintain/earn-PDUs/contribute>



Share Knowledge

Others can benefit from your experience and knowledge. Keep track of the time you spend mentoring and teaching and claim it towards re-certification.

Forms

- Confidentiality form – Mentor & Mentee to sign
- Checklists (Mentee & Mentor) for first meeting
- Mentee Meeting tracking form – at least 1 meeting per month (for 6 months)
- for your use only



Next steps

- Pairing up
- Look at application forms - objectives, experience, etc
- Notification via email of the pairing on 4/25/22
- If we don't have enough matchups (not enough mentors) we will notify you and keep your information on file
- Official start of 6-month cycle 5/2/22
- Close out program – 6 months from start 11/4/22



Questions



THANK YOU!



Feel free to contact us via email at:

mentor@pmi-la.org