



AMAC MENTORSHIP

PROGRAM GUIDE 2021-2022

AMAC MENTORSHIP PROGRAM OVERVIEW

The goal of the AMAC Mentorship Program is to provide guidance while developing professional relationships between young professionals and experienced leaders within the aviation industry. This includes a one-to-one setting, highlighting areas of both personal and professional development.

Objectives

- To create a vehicle for aviation industry leaders to support and advance the industry's diverse talent pool;
- To cultivate the next generation of aviation industry leaders; and
- To highlight opportunities that can benefit the next generation of aviation leadership development.

Ways to Participate



Mentee

Are you an industry professional looking to grow personally and professionally to advance your career? Are you looking for guidance and valuable insights from a proven industry leader? Are you open to challenging yourself? This mentorship opportunity is for working industry professionals looking to benefit from the mentorship of a leader in or outside your field.



Mentor

Are you an industry leader who has acquired some valuable experiences and lessons? Do you have a desire to help shape the industry leaders of tomorrow? Would you like to further hone your leadership skills while making a difference in someone else's life? Are you open to gaining new perspectives and fresh ideas? Mentoring is a rich and rewarding experience for both the mentor and mentee.



Sponsor

Are you looking for an opportunity to advance the future of the aviation industry and its leadership diversity? This mentorship program facilitates mentoring relationships between industry professionals and advanced industry leaders to cultivate diverse talent.

Timeline / Key Dates

Applications Due	November 10, 2021
Applications Reviewed	November 19–December 10, 2021
Selections/Matches Announced	December 15, 2021
Mentorship Begins	January 10, 2022
Mentorship Ends	February 18, 2023
Program Ends	March 4, 2023

AMAC MENTORSHIP PROGRAM OVERVIEW

Eligibility Requirements

Mentee Eligibility

- Be an AMAC member.
- Be a professional at any level within the aviation industry.
- Have a desire and willingness to learn and grow.
- Be committed to taking a proactive role in the mentorship relationship.

Mentor Eligibility:

- Be an AMAC member
- Be an experienced senior-level professional within the aviation industry.
- Have a desire and willingness to add value to your mentee.
- Be committed to meeting with a mentee at least once a month.

HOW TO ELECTRONICALLY FILL AND SIGN A PDF FORM

- Download the PDF to your computer.
- Open the PDF document in Acrobat DC.
- Click the 'Fill & Sign' tool in the right pane.
- Fill out your form: Complete the form by clicking a text field and typing or adding a text box. You can add check marks and fill in buttons too.
- Sign your form: Click 'Sign' in the toolbar at the top of the page. Then, draw, type or choose an image of your signature. Then click 'Apply' to place your signature on the form.
- Save your form.
- Email your completed form and accompanying documents to amacbuilds@amac-org.com.

AMAC MENTORSHIP PROGRAM APPLICATION

Are you an AMAC member?

Yes No I'm not sure.

Please select the opportunity you are applying for.

Mentee Mentor Sponsor

First Name: _____

Last Name: _____

Address: _____

City/State: _____ Zip Code: _____

Contact Email: _____

Phone: (_____) _____

MENTEE QUESTIONS

Please respond to ALL of the below questions.

If a question is not applicable, enter "N/A" for your response.

1. List the positions and grades you have held.
2. Why do you want to work with a mentor?
3. List three (3) short term/long term career goal you plan to achieve within the next few years.
4. Are you willing to set aside at least one hour (potentially more), twice a month to meet with your mentor?
5. Describe the competencies you would like to strengthen and or leverage through working with a mentor.
6. Describe your strongest competencies (knowledge, skills, abilities, etc.).
7. What are your interests or hobbies outside of work?

MENTOR QUESTIONS

Please respond to ALL of the below questions.

If a question is not applicable, enter "N/A" for your response.

1. Why do you want to be a mentor?
2. Prior to now, have you ever participated as a mentor formally or informally? If so, please describe.
3. List a series of positions and grades (if applicable) you have held.
4. Describe what you consider to be your strongest technical competencies.
5. Describe what you consider to be your strongest general competencies (knowledge, skills, abilities, etc.).
6. Are you willing to set aside at least one hour (potentially more), twice a month to meet with your mentee?
7. Describe what you consider to be the general competencies (knowledge, skills, abilities, etc.).
8. What do you think a mentee can learn from you?
9. What is a major barrier you had to overcome to achieve your career goals?
10. What are your interests or hobbies outside of work?

AMAC MENTORSHIP PROGRAM FAQs

I am interested in participating. What is the process?

Please visit www.amac-org.com/builds to download the AMAC Mentorship Program Guide to review the program requirements and complete your application.

Is this program in-person or virtual?

The program will be offered virtually for the 2021–2022 school year unless otherwise noted.

How are mentoring matches made?

Once the application process is complete a panel will vet and review all applications and decide on the best possible match based upon the responses given.

As a mentee, how can I prepare for a meeting with my mentor?

Initially, the mentee will need to understand what their expectations and goals are for the program and communicate that to the mentor. After the initial meeting, for the best outcome the mentee should be actively engaged and take the initiative to apply the recommendations of the mentor. Please be prepared with questions and action items from previous meetings.

What do I do if I am not connecting with my mentee?

First try to contact the mentee to identify any issues that may hinder the mentee from attending the scheduled meeting time. If the match is not working, you can reach out to your AMAC Mentorship Program liaison who will be identified to program participants at the orientation.

Will professional information I share through the AMAC Mentorship Program be kept confidential?

Yes, once selected and partnered, both the mentor and mentee will sign a confidentiality agreement and will be expected to uphold that agreement.

Are there past mentees whom I can either speak to or read about, relating to their mentorship experiences?

2021 is the AMAC Mentorship Program's inauguration. The 2021 group will be AMAC's first mentorship group, and AMAC looks forward to participant feedback at the conclusion of the program to build a robust pool of interns to be able to communicate with each other.

Is the mentee / mentor responsible for a final written deliverable / report at the conclusion of the program?

Yes, there is a requirement to prepare an article to recap the mentorship experience. During the last week of the program, participants will present to AMAC members and the AMAC Builds Careers Program participants.

As a participant in the mentorship program will I be able to use the organization as reference at the conclusion?

If both the mentee / mentor deem the mentorship a success, AMAC anticipates that the organization would endorse a request for recommendation; however, each sponsor has its own policies regarding the provision of recommendations