



GEORGIA DOWNTOWN ASSOCIATION MENTORING PROGRAM

INFORMATION & GUIDELINES

Updated July 2024

The Georgia Downtown Association (GDA), in partnership with the Georgia Department of Community Affairs (DCA) and the Georgia Municipal Association (GMA), offers a Mentoring Program for Downtown Professionals. The program is designed to assist newly engaged professionals as they become successful leaders for Georgia's Downtowns. This 12-month program pairs newer downtown professionals with a seasoned GDA member for intentional coaching and support. Mentorship provides the opportunity for those involved to learn, share best practices and growth through regular communication, mutual site visits, and connection to wider resources and relationships needed in downtown development areas. Following the completion of the program, participants are recognized at the annual Georgia Downtown Conference.

OBJECTIVES

GDA created this professional program because we believe:

- New downtown professionals need support in their efforts to meet the high expectations of the job.
- In order to understand the complexity of a comprehensive downtown development program, new professionals need good quality information regarding the common practices, rules, regulations, expectations, values, and core beliefs of Georgia's successful downtown programs.
- This program provides growth opportunities for both the mentor and the new professional.
- Providing a sound mentoring program will lead to increased retention rates of new professionals for municipalities, as well as result in higher quality programming for Georgia's downtowns.

Goals & Objectives of the program are:

- To provide a positive and successful introduction / occupational transition for new professionals.
- To promote the professional well-being of those new to the field of downtowns.
- To provide a structured program for new professionals through ongoing guidance, support, and strength.
- To promote excellence in management for the betterment of Georgia's downtowns.
- To build awareness of the culture of the profession.
- To increase mutual respect and collaboration among professionals.
- To increase retention of professionals in the field for municipalities.

OVERVIEW

The following is expected of all Mentor & Mentees:

- Attend the Mentor & Mentee Luncheon at the GDA annual conference
- Conduct initial site visit to mentee's community
- Goal setting for mentorship
- Monthly communication
- Site visit to mentor's community
- Final meeting to review the year
- Provide feedback to GDA board regarding the program



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APPLICATION
Updated May 2024

Name: _____ Title: _____

Employer: _____ State District: _____

Address / City: _____ Zip: _____

Office Number: _____ Cell Number: _____

Email: _____ Website: _____

Length of time in your current position: _____

I am interested in serving as a (please check one): _____ Mentor* _____ Mentee

* With one (1) year of active service to the Mentoring Program, Mentors are eligible to receive:

- Bonus points on Professional Development Program application/review.
- Bonus points on Scholarship application/review.
- Recognition at GDA Annual Conference.

Briefly describe your interest in the Mentoring Program:

Please click next to each applicable, agreed upon requirement below:

| | |
|--------------------------|---|
| <input type="checkbox"/> | I am a member of Georgia Downtown Association. |
| <input type="checkbox"/> | I agree to make at least one working site visit to the town (within two hours drive) of my Mentoring Partner. |
| <input type="checkbox"/> | I will dedicate two (2) hours per month to the program to include telephone calls, site visits, emails, and / or the like. |
| <input type="checkbox"/> | I agree to actively work with a Mentoring Partner for at least one year. |
| <input type="checkbox"/> | I agree to complete an annual survey evaluating my experience with the program. |
| <input type="checkbox"/> | (MENTORS) I have at least three (3) years of experience working with a downtown program. |
| <input type="checkbox"/> | I understand that I will become ineligible for professional development credits and scholarship funds from the Georgia Downtown Association if I do not fulfill the program requirements. |

By signing below, you confirm that all of the above information is accurate and agreed upon.

Signature

Date

Inquiries and/or completed applications should be directed to:
Jeffrey Fowler | Hometown Warrenton | 46 S Norwood Street | Warrenton, GA 30828
(706) 465-9604 | Jeffrey@hometownwarrenton.org



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MENTORSHIP PREFERENCES

Updated July 2024

Do you have a city in mind that you are interested in working with?

What is a major topic or issue that you are facing in your downtown?

Are there any mentors that you would not like to be paired with due to working relationship, etc.? (e.g. You currently work closely with this person.)

Do you have any other notes for the selection committee to consider?

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