



# EMERGING LEADERS OF TAMPA BAY

THE GREATER TAMPA CHAMBER OF COMMERCE

## Welcome to the Emerge Leaders of Tampa Bay's 2019 Protégé Program!

We are thrilled to welcome you to our 2019 Mentor-Protégé Program. Take a moment to review the following documents. You should refer to these assignments as a guide to facilitate conversation and discussion between protégé and mentor on a variety of subject matters.

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A pillar of Emerging Leaders of Tampa Bay is the "Mentor-Protégé Program." This exclusive mentoring program aims to develop long-term mutually beneficial relationships between experienced business leaders and motivated emerging professionals. Protégés will graduate from the program with an action plan for their personal success.

The Mentor-Protégé Program is a commitment. Participants will be held to the highest standards of professionalism to ensure that the integrity and quality of our program is maintained.

### **Expectations of Protégés and Mentors:**

- Attend Protégé Kick-off (February 25, 2019)
- Meet with your mentor/protégé at least once a month for the duration of the program
- It is the Protégé's responsibility to reach out to the Mentor to set up these meetings
- Respect the confidential nature of conversations with your mentor/protégé
- Be flexible, open and honest
- Complete all assignments
- Attend "Graduation" at our Emerging Leaders of Tampa Bay Annual Meeting (Nov.)
- Complete exit survey that will help improve our future program classes



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**Protégé Program Outline**

<b><u>Meeting</u></b>	<b><u>Focus</u></b>
<b>Assignment # 1 COMPLETED</b>	Goals and Expectations
<b>Assignment # 2 COMPLETED</b>	Leadership and SWOT
<b>Assignment # 3 COMPLETED</b>	Career Development
<b>Assignment # 4</b>	Networking
<b>Assignment # 5</b>	Community Involvement
<b>Assignment # 6</b>	Staying Relevant
<b>Assignment # 7</b>	Negotiations and Leveraging Yourself
<b>Assignment # 8</b>	5-Year Strategic Plan

Please note - these assignments are to help facilitate discussion between mentors and protégés. Feel free to discuss additional topics affecting you personally that you may want to develop. Some examples are:

- Personal Branding
- Time Management
- Conflict Resolution
- Communication Skills
- Innovation/Creativity
- Public Speaking
- Marketing
- Social Media
- Higher Education
- Situational Leadership

## Goals and Agenda

### Goals:

- To develop long-term mutually beneficial relationships between experienced business leaders and motivated emerging professionals.
- Protégés will graduate from the Program with a strategic plan for their personal success.

### Protégé Portfolio:

As each protégé progresses through the program, they will develop a portfolio of personal assignments that will serve as a guide to their program experience and personal growth. The portfolio will be an essential tool to provoke internal assessment and insightful discussion within the mentor pairing. The written aspect will encourage productive reflection and provide each protégé with a reference for the lessons learned and conversations had with their mentors after the program concludes. Protégés will be asked to complete assignments for review and discussion with their mentor during their regular meetings and will be prompted each month with the tasks to be completed.

The assignments are only for the benefit of the participant and will not be evaluated by anyone else. As a result, you are accountable only to yourself and your mentor. We recommend that you email your assignments to your mentor several days before your meeting, so they have ample time to review and prepare. A hard copy should also be brought to your meeting.

### Program Schedule:

There will be four quarterly events that we encourage mentors and protégés to attend:

Month:	Event:
February	Attend Mentor Protégé Kickoff
June	Mid-Year Check-In Event
July	Mentor Protégé Volunteer Event
November	ELTB Annual Meeting and Exit Survey

**\* Mentors and Protégés are encouraged to attend community and Chamber events together periodically throughout the year. Click [here](#) to view upcoming Chamber events.**



**Assignment # 4**  
**Networking**

**1. Discuss networking.**

Discuss the following points:

- How do you currently network?
- Why do you network (Business / Personal / Social)?
- Are you networking in the right room for what you are trying to accomplish?
- How do you remember those that you meet?
- Are you leveraging your skills or contacts to meet the right people?
- What is your “pitch” when you meet someone (who you are and why you are important)?
- What is your follow up after meeting someone and after a more official meeting?
- What are tips/tricks to maximize your time networking and building contacts?

What are some great takeaways that you could use the next time you are networking? Do you have a “pitch” that you use? How do you change your pitch depending on who you are talking to?

**2. Attend a networking event together.**

Please try to attend a networking or social event with your mentor and set a few goals for yourself based upon your discussions. Have a discussion with your mentor after the event to evaluate how the event went. Be sure to discuss any successes or issues you had.

List your goals:

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List successes (How many people did you meet? Did you learn something about them? Did you meet the “right” people?):

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List any obstacles:

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