

LIFT OFF!

2024 Aspiring Leader's Mentoring Program

Program Coordinator: Candy Choo



Assisting you in taking the steps to flourish
and soar as a local government professional

LIFT OFF!

Aspiring Leaders' Mentoring Program

The *Lift Off* program supports the careers of Members of Local Government Professionals Australia WA (LG Professionals WA) and the development of local government's future leaders.

It does this through a targeted mentoring and support program.

OBJECTIVES

With a focus on developing senior leaders, the programs objectives are:

- To identify people with leadership potential in local government.
- To support Members of LG Professionals WA to develop their leadership career.
- To identify mentors who can support the leadership development of aspiring leaders and contribute to the development of leadership talent across the sector.
- To provide added value to the *Ignite Leadership* and *Executive Leadership* programs.
- To provide ongoing support to aspiring leaders who have participated in the program.

How it works

The program delivers a targeted mentoring and support program for a small cohort of 20 mentees supported by 20 mentors over the period of one calendar year.

Expressions of interest will be called for potential Mentees and Mentors. LG Professionals WA will assess expressions of interest against the program's selection criteria and finalise the lists of Mentees and Mentors.

After Mentees have been matched with an appropriate mentor, training will be conducted for Mentors. This will be followed by an informal 'kick-off' session for all mentees and mentors.

Mentees and Mentors are expected to organise their own meetings and at their own expense. While monthly face-to-face meetings are encouraged, it is recognised that other methods such as Zoom may be necessary.

During the year the LG Professionals WA's Program Coordinator will monitor the program and support Mentees and Mentors where necessary. Formal Guidelines will ensure clarity about the roles and responsibilities of Mentees and Mentors, including relationship protocols.

Other support and development opportunities will be provided to mentees during the program.

THE NOMINATION PROCESS

Local governments will be invited to nominate any number of potential Mentees to the program. They may choose to do this by an internal expression of interest process or by direct selection.

Members of LG Professionals WA may choose to self-nominate.

Mentors will self-nominate and provide information about their background and areas of expertise.

HOW DOES THE SELECTION PROCESS WORK?

The selection of Mentees and a Register of Mentors will be endorsed by a Reference Group established by LG Professionals WA. The Reference Group will consist of respected leaders across the industry committed to achieving diversity across Mentees and Mentors including gender, age, professional background and type of organisation (large, small, country, metropolitan).

Mentees will be selected against the following criteria:

- Young Professional, Affiliate or Full Member of LG Professionals WA or Member of LGWA
- currently in a local government role
- potential for career development in a leadership role
- demonstrated or expressed desire to develop their career in local government
- demonstrated commitment to ongoing learning and development
- participation in the *Ignite Leadership* or *Executive Leadership* programs.

Mentors will be selected to ensure the best fit with the successful Mentees.

Matching of selected Mentees and Mentors will be undertaken by the Program Coordinator in consultation with Mentees.

WHO CAN BE A MENTEE?

Mentees must be a Young Professional, Affiliate or Full Member of LG Professionals WA, or a Member of LGWA and be committed to developing their career in a leadership role in local government to a senior or executive level.

Mentees may have already participated in the LG Professionals WA *Ignite Leadership* or *Executive Leadership* programs, but this is not a requirement.

WHO CAN BE A MENTOR?

Mentors are voluntary and must be Full, Fellow or Retired Members of LG Professionals WA.

WHAT IS INVOLVED IN THE TRAINING?

Mentors will be expected to attend in person and participate in a one (1) day interactive training program.*

The purpose of the training will be:

- to understand the program's components and processes
- to understand program expectations
- to understand the skills required of a Mentor
- to understand the role of the Program Coordinator
- to be familiarised with a Mentee Action Plan
- to understand the evaluation process.

*Travel and accommodation costs not included.

WHAT IS THE 'KICK-OFF' SESSION?

Following the Mentors' Training, an informal networking session will be held for Mentees and Mentors to meet with the Reference Group and Lift Off Coordinator. This marks the commencement of the Program.





WHAT IS THE PURPOSE OF THE COHORT OF MENTEES?

The shared experiences of Mentees could be useful to participants while also establishing a powerful network for the future.

Development opportunities for the Mentee Cohort will include:

- the 'Kick-Off' Networking Session
- complimentary registration for an LG Professionals WA conference of choice (please refer to the Mentee form for conference options)
- attendance at LG Professionals WA Networking events
- informal opportunities to meet as a group
- opportunities to meet key leaders in the sector including sessions with guest speakers.

WHAT DOES IT COST?

A fee of \$770 will be required for a Mentees participation in the *Lift Off* program. It is expected that this fee will be paid by Mentee's organisation. This fee subsidises the Mentee's attendance at the LG Professionals WA State Conference.



Key Dates

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| NOVEMBER 2023 – JANUARY 2024 | Call for Nominations for Mentees and Mentors |
| 25 JANUARY 2024 | Expressions of Interest close |
| FEBRUARY 2024 | Assessment of Nominations Register of Mentors established Cohort of Mentees endorsed Matching of Mentees and Mentors finalised |
| 1 MARCH 2024 | Mentor Training 'Kick-Off' Session |
| FEBRUARY – NOVEMBER 2024 | Mentees and Mentors meet Other support and development opportunities for Mentees Program monitoring |
| FEBRUARY 2025 | Program Wrap Up and Evaluation |

FOR FURTHER INFORMATION:

Please contact Viola Jacobs at Local Government Professionals Australia WA on 9271 1136 or email projects@lgprofessionalswa.org.au
www.lgprofessionalswa.org.au

Mentees must remain financial members of LG Professionals WA or LGWA for the duration of the program to be entitled to receive all program benefits.

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