

January 20, 2011

6:00–8:00 PM

Registration Form

Name

Address

Phone #

()

Email

@

Organization

Are you participating as a mentor or mentee?

() Mentor

() Mentee

Have you completed a YNPN Pgh Mentorship Application?

Yes

No

Mentees: Your \$15 event fee will be credited to your \$25 Mentee Application Fee!

www.ynnpgh.org

www.linkedin.com/in/ynnpgh

www.twitter.com/ynnpgh

info@ynnpgh.org



ynpn PITTSBURGH
young nonprofit professionals network

Celebrate National Mentor Day with us!

- Are you a young professional looking for a mentor in your career field?
- Are you a professional interested in sharing your skills?
- Are you looking to network with others the nonprofit field?

If you answered yes to these questions, please join us!

DATE/TIME: January 20, 2011 Registration begins at 5:30
6:00—6:10 Overview of YNPN
6:10—7:00 Breakout Sessions
7:00—8:00 Networking

EVENT COST: \$15 for event only (Including Beverages)

The YNPN Pgh Mentor Program is \$25 (includes registration for this mentor event, mentor application fee and mentor matching) *A description of the YNPN Pgh Mentor Program is attached.*

LOCATION: Three Rivers Center for Independent Living (TRCIL), 900 Rebecca Avenue, Pittsburgh PA 15221. For more information visit www.trcil.org

TO REGISTER: Online registration available at www.ynnpgh.org You can also register by mail by completing the registration form to the left and mailing along with your check to YNPN Pgh, 1301 Grandview Ave, Suite 400, Pittsburgh PA 15211.

We would like to recognize Three Rivers Center for Independent Living for hosting our mentor event at their excellent facility as well as our breakout facilitators Phyllis Hartman and Colleen Fedor.



Phyllis Hartman is the founder of PGHR Consulting and has 23+ years experience as a Human Resource professional. She frequently speaks on Career Development and other HR and Business Topics. She will be speaking to our program mentors.

Colleen Fedor is the Executive Director at The Mentoring Partnership of SWPA which provides training, planning and other support for groups that serve the more than 12,000 youth throughout Allegheny County in need of mentoring services. She will be speaking to our program mentees.



Don't Miss YNPN Pgh's upcoming educational sessions:
February—Executive Director 101
May—Nonprofit Laws You Should Know
August—Marketing to Reach & Build Your Constituency
November—Continuing Education and Your Career Path



The Pittsburgh Chapter of Young Nonprofit Professionals Network (YNPN Pittsburgh) promotes an efficient, viable, and inclusive nonprofit sector that supports the growth, learning, and development of young professionals. We engage and support future nonprofit and community leaders through professional development, networking, and social opportunities designed for young people in their profession involved in the nonprofit community. The national program has been in existence since 1997. The Pittsburgh chapter was created in 2009.

YNPN Mentees

New Non-Profit Professionals with less than 3 years experience in their role or position, a college student with a career focus on public sector, or individuals interested in entering the public sector as committee members, employees, board members, etc. The mentee must be prepared to commit the necessary time and effort to bring the partnership with the mentor to fruition. YNPN Pittsburgh provides services in the following areas:

Accounting and Finance

- * Accounting systems/procedures
- * Budgeting and cash flow management
- * Financial analysis/planning

Human Resources

- * Management/Administration
- * Job Description development
- * Work efficiency assessment
- * Personnel policies and procedures

Law

- * Litigation strategies
- * Commercial litigation
- * Civil rights matters
- * Employment law

Technology

- * Web site planning
- * Hardware/software needs assessment

Risk Management

- * Policies & Procedures
- * Facility & Program Assessment

Marketing/Event Planning

- * Develop marketing plans
- * Advertising and branding campaigns
- * Public Relations

Organizational/Project Management

- * Strategic Planning
- * Structure and management
- * Retreat/meeting facilitation
- * Board development

Diversity Issues

- * Gender and age
- * Race relations
- * Diverse workplace
- * Disabilities/religion

Resource Development

- * Grant writing
- * Proposal writing/fundraising

Mentees must complete an mentee application, resume and submit a mentee application fee. This partnership does not provide job placement, personal references, or financial assistance from the mentors.

YNPN Mentors

The YNPN Chapter of Pittsburgh is looking for the brightest business professionals, with a passion for mentoring and a desire to mentor a young individual in his/her profession in the nonprofit sector. Whatever your field, we have a place for you. Mentoring duration could range from a single afternoon counseling session to several months.

Mentors Qualifications

- * An interest in mentoring in the Greater Pittsburgh region
- * Minimum 5 years professional experience and expertise applicable to business organization
- * Ability to effectively communicate/ and encourage change
- * Commitment to completing a least one mentoring project per year

Mentors must complete a mentor application and provide a resume. Through this partnership you will not be looked upon for job placement, personal references, or financial assistance to the mentees.



Pittsburgh Chapter of YNPN
Young Nonprofit Professionals Network
serving thousands of nonprofit professionals since 1997
ynpnpg.org

YNPN Pittsburgh Mentorship Application

YNPN Pittsburgh is actively seeking individuals for its Mentorship Program. Mentoring is one of our core programs. Our members share a range of experience in human resources, finance, law, event planning and marketing, management, and resource development. Among the Mentorship Program's goals are increasing opportunities of Pittsburgh's nonprofit professionals and supporting individual awareness for both personal and professional development. Mentees and Mentors are accepted on a rolling basis and must be able to commit to a 6-month rotation.

Name and Contact Information

Provide your contact information so YNPN Pittsburgh can contact you regarding placement in the Mentorship Program.

Name: _____

Phone Number: _____

Email: _____

Mentor/Mentee Selection

Indicate how you would like to participate in YNPN Pittsburgh's Mentorship Program. Mentors should be community leaders with at least five (5) years of professional experience in a nonprofit position. Mentees must be at least 21 years of age and have less than three (3) years of experience in either their current or future nonprofit position. Also, please indicate whether you are interested in group mentoring, individual mentoring, or both.

Mentor

Mentee

Group

Individual

Professional and Personal Experience

If applying as a **Mentor**, indicate what types of professional and/or personal experience you will bring to the Mentorship Program. If applying as a **Mentee**, indicate what types of professional and/or personal guidance you wish to receive.

- Human Resources Advocacy Diversity Issues Finance Law Marketing Technology
 Organizational/Project Management Fundraising _____

Resume and Application Fee

In order to best match Mentors and Mentees, YNPN Pittsburgh asks each applicant to include a current resume along with this application. In addition to the applicant's resume, Mentees are required to pay a \$25.00 application fee. This fee may be waived in certain circumstances and interested applicants should select the corresponding option below. Please make all checks payable to *YNPN Pittsburgh*.

Application Checklist

Please check the following to verify you have completed this application **in full**.

- Completed** YNPN Pittsburgh Mentorship Application
 Resume
 \$25.00 Mentee Application Fee
 Fee Waiver Request

Please send completed applications to:

YNPN Pittsburgh
Trimont Plaza, Suite 400
1301 Grandview Avenue
Pittsburgh, PA 15211-1205

Or email to info@ynpnpg.org