



APPA MENTOR APPLICATION

Name: Name
Institution: Institution
Position: Position
Address: Address 1
Address: Address 2
City: City
State/Province: State/Province Zip Code: Zip Code
Country: Country
Phone: Phone
Email: Email
APPA Region: APPA Region
APPA Chapter: APPA Chapter if applicable

Professional Biography: Enter a short professional biography including position titles.

Personal Interests or hobbies: Enter any personal interests or hobbies. (Optional)

Members interested in being mentors are asked to have a certain professional skill set, along with a solid understanding of the portfolio that APPA and its regions have to offer. To become a mentor, members must achieve a minimum of fourteen (14) points. Points consist of any combination of the following. **Note that (a) and (b) below are base requirements and each has a minimum requirement.**

- (a) List the number of years you have been an APPA or regional member in good standing. Each year of membership counts as one point. All years of membership count; however a **minimum** of three (3) years is required to become a mentor. **This is a base requirement.**

Dates of membership:
[Click here to enter dates of membership.](#)

Number of points: [Click here to enter number of points.](#)

- (b) Attendance at a regional or chapter annual conference counts as one point for each year of attendance. All years of attendance count; however a **minimum** of three (3) annual conferences is required to become a mentor. **This is also a base requirement in addition to 3(a).**

Annual chapter or regional conference attendance:

[Click here to enter each year for conference attendance.](#)

Number of points: [Click here too enter number of points.](#)

- (c) List the year(s) you attended an APPA annual conference. (Attendance at an APPA annual conference counts as one point for each year of attendance.)

Annual APPA Conference attendance:

[Click here to enter each year for conference attendance.](#)

Number of points: [Click here to enter number of points.](#)

- (d) List regional or chapter Board positions held and the year. (Each term on the Board counts as one point: for example serving as President-Elect through Senior Representative earns four points; and each year as Secretary, Treasurer, Communications Coordinator, Annual Meeting Coordinator, or Committee Chair earns one point. Each region or chapter may tailor these requirements as needed in order to align with their governances.)

List Board position(s) and year:

[Click here to enter board position\(s\) and year.](#)

Number of points: [Click here to enter number of points.](#)

- (e) List the years and course that you were a presenter at a chapter, regional or APPA annual conference. Counts as one point maximum per year. Additional years count as additional points. (Counts as one point maximum per year.)

Years and courses: [Click here to enter the years and courses as a presenter.](#)

Number of points: [Click here to enter number of points.](#)

- (f) List the annual conference for which you participated on an annual conference host committee; counts as one point. Chairing the annual conference host committee; counts as two points.

Host Committee and position:

[Click here to enter the annual conference committee and position.](#)

Number of points: [Click here to enter number of points.](#)

- (g) List the year you graduated from the APPA Institute and/or the APPA Leadership Academy and/or completion of the APPA Supervisor's Toolkit. (One point each.)

APPA Institute: [Click here to enter year graduated.](#)

APPA Leadership Academy: [Click here to enter year graduated.](#)

Supervisor Toolkit: [Click here to enter year attended.](#)

Number of points: [Click here to enter number of points.](#)

(h) APPA Professional Certifications. (One point each.)

EFP [Click here to enter year.](#)

CEFP [Click here to enter year.](#)

Number of points: [Click here to enter number of points.](#)

(i) List the year(s) or issue that you published an article in the APPA *Facilities Manager* magazine. (Each article counts as one point maximum per year.)

Publications:

[Click here to enter the publication and volume/year.](#)

Number of points: [Click here to enter number of points.](#)

(j) List the year you became a regional trainer such as a Supervisor's Toolkit Trainer, or a CEFP prep course trainer. (Each trainer position counts as one point each.)

Trainer Description and year: [Click here to describe trainer position.](#)

Number of points: [Click here to enter number of points.](#)

(k) List the years and institution where you participated on an APPA Facilities Management Evaluation Program (FMEP) evaluation team. (Each FMEP counts as one point per year.)

FMEP Institution and year: [Click here to enter the FMEP year and institution.](#)

Number of points: [Click here to enter number of points.](#)

(l) List the special assignments that you accomplished that was assigned by the chapter, regional or APPA Board. (Each completed assignment acknowledged by the chapter or regional Board receives one point.)

Special assignment:

[Click here to describe the special assignment and the year.](#)

Number of points: [Click here to enter number of points.](#)

(m) List the award and year that you received an APPA or regional recognition award, e.g., Pace Setter, Fellow, Meritorious Service, President's Award, etc. (Each award earns one point.)

List awards and recognitions:

[Click here to enter awards and recognitions and related year.](#)

Number of points: [Click here to enter number of points.](#)

- (n) Being an APPA mentee counts as one point.

Number of points: [Click here to enter number of points.](#)

- (o) Total Points: [Click here to enter the total number of points earned.](#)

Your interest and your preferences:

1. Why do you want to become a mentor and what do you hope to gain from a mentor/mentee relationship?

[Click here to answer.](#)

2. Are you looking for a mentee in a particular profession? If so, please describe:

[Click here to answer.](#)

3. Are you interested in a mentee from: (check all that apply)

- ☐ Your own institution?
- ☐ Your own chapter?
- ☐ Your own region?
- ☐ Outside of your region?
- ☐ Willing to assist as needed.

4. How often do you wish to interact with your mentee?

[Click here to answer.](#)

5. What means of interaction do you prefer?

- ☐ Phone?
- ☐ Email?
- ☐ Face to Face?
- ☐ Skype?
- ☐ Other: [Click here to answer.](#)

6. Are there any special needs that should be considered when making a mentorship match?

[Click here to answer.](#)

Click here to enter name.

Approval by Institutional Representative or Proxy

Click here to enter date.

Date

Return your completed application to:

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