

## Sharing Our Success (SOS) Submission Form

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**Chapter Name:** Greater Atlanta

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**Chapter Membership Size:** Large (300+)

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**Chapter Contact Person:** Allison Baldwin

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**Email Address:** president\_elect@atdatlanta.org

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**Phone Number:** (770) 375-7684

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**Chapter Board Position:** President Elect

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**Chapter Website URL:** atdatlanta.org

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**Submission Title:** Creating a Sustainable Mentorship Program

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**What did you do? (a 2-3 sentence summary of your effort):** Five volunteers came together to develop and execute the 2021 Mentorship Program. It's a six month program, and each mentee is paired with a mentor and they use the T&D Capabilities Model to help set their goals and their development plan.

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**Who benefitted from this effort (Target Audience) Check all that apply:** Chapter Members

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**Why did you do it? What chapter needs were addressed?** Mentoring Programs are valuable to any organization. ATD Atlanta started the program in 2020, and wanted to continue it in 2021 with adjustments. This program also gives experienced leaders a way to give back as mentors, and mentees have opportunities for a one on one relationship.

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**What were the measurable outcomes? (May include data regarding financial gains, membership increases, target audience satisfaction levels, publicity for the chapter or for the profession, etc.)**

Sustainability. In the previous year, only one person managed the program and stayed connected with participants. This year, 5 members are involved. If someone needs to step away, the program will continue, business as usual. Planning committee shares and email so all can see any communication that comes in, and we created a Slack channel for planning committee AND all participants.

Our target audience was met. We only had two weeks between the announcements and application deadline, and we received enough submissions initially where every mentee would have their own mentor. Everyone still had to be interviewed, but even with a tight turnaround, the interested was there.

The kick-off meeting generate a lot of engagement on LinkedIn, positive feedback, and the President received from a mentee about the chapter doing great things as a whole, and the mentorship program was specifically called out as a plus.

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**What steps did you take to implement this effort? (Remember that other chapter leaders will use this to replicate the effort. Be specific)**

1. VP Membership & President-elect partnered to create a strategy. Once the outline was in place, they asked for coadvisors, and recruited three: 2020 Mentee, 2020 Mentor, and volunteer from Membership committee.

2. We posted an announcement on LinkedIn, and also emailed an announcement for the 2021 Mentorship program. 22 members applied as a mentor or mentee.

3. We scheduled two, 2 1/2 hours chunks for 10 minute interviews. One meeting was for mentee interviews. The other was for mentor interviews. All 10 mentee and 10 mentor spots were filled. The two that were not selected were no shows for their interviews.

4. For planning the program, the committee used  
-Trello for project planning  
-MIRO for a workshop to review interview notes and discuss reasonings behind pairing selections (Picture is attached)  
-Slack to set up a community for group discussions between bi-monthly check-ins  
-Google Drive as a shared space for important documents.

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**Is there anything you would do differently?**

For future programs, would be good to secure sponsors upfront, or as soon as current program ends and we're planning for next year. We did get a sponsor to provide the DISC assessments, but as the program continues to improve each year, hopefully we'll find a sponsor that will want to help manage the program. And with financial backing, we could accept more than 20 members into the program.

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<b>When did you start working on this effort?</b>	Jan 22, 2021
<b>When did this effort go live?</b>	Apr 01, 2021
<b>Approximately how many hours were spent working on this? Include an estimate of hours spent across all board members and volunteers.</b>	30
<b>What resources did you use? Check all that apply:</b>	Sponsorships/Partnerships Volunteers
<b>Was this an in-kind or monetary sponsorship? If monetary, how much was provided? Who were your partners/sponsors? How did you solicit sponsors?</b>	\$962. The Neilus Strategy was the sponsor. We asked the company to provide assessments
<b>How many volunteers were you able to recruit?</b>	We were able to recruit five volunteers to help plan this program. 20 volunteers are participating. 25 all together
<b>Do you have any additional insights to share with other chapters implementing this effort?</b>	<p>The hard work upfront is worth it, and with an organized and well executed program, participants will see the value.</p> <p>We also specially asked participants from the previous year to come back as co-advisors to provide their insights from their experiences to help us improve upon last year's program. They were also able to speak from a participant's experience, during the interviews and share their success stories during the kick-off meeting. Having them involved and leading conversations helped with buy-in.</p>
<b>Please attach any documents that help support this submission. It is highly encouraged to submit editable files (ex. Word, Excel, etc): (additional documents and documents over 2MB should be sent to sos@td.org)</b>	<a href="https://www.formstack.com/admin/download/file/10429582245">https://www.formstack.com/admin/download/file/10429582245</a>
<b>How did you become familiar with the Sharing Our Success (SOS) program? Select all that apply:</b>	Chapter Leader ATD Chapter Leaders Conference (ALC) NAC Area Call
<b>Would you be willing to apply to present on this submission at the ATD Chapter Leaders Conference (ALC)? *Request for Proposals (RFPs) open in May of each year at td.org/alc. Selected session facilitators receive complimentary registration.</b>	Yes