



ACE MENTOR PROGRAM

ARCHITECTURE • CONSTRUCTION • ENGINEERING

MISSION STATEMENT: To engage, excite, and enlighten high school students to pursue careers in architecture, engineering, and construction through mentoring and continued support for their advancement into the industry.

Primary goals:

*Assist in the building of a large, diverse, and better-prepared workforce.
Prioritize engaging students and communities traditionally underrepresented in the industry.
Assist and guide students by providing scholarships, internships, and mentoring as they pursue career pathways into the industry.*

Core Values:

Inclusion – We will nurture and value the diversity of backgrounds, identities, talents and beliefs of each individual involved in our program.

Collaboration - We believe a spirit of mutually beneficial collaboration will produce the greatest results and maximize our volunteer and fiscal resources.

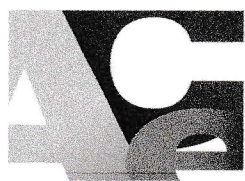
Excellence - We aspire to deliver the highest quality and most impactful mentor program and commit to approach our work with fairness and honesty.

Affiliate Action Items:

1. Continue to expand the program to reach more high school students with a robust program to enlighten them about the construction industry.
2. Recruit current high school students for a summer experience such as a summer camp, or summer externship (information attached).
3. Showcase the scholarships and career paths available on ACE Tools to seniors.
4. Work with graduates of the program to enroll in the ACE alumni database, set up a LinkedIn profile with includes ACE, and add ACE to their resume.
5. Recruit students to Transformative Partners Program (information attached).
6. Make sure alumni know about the ACE Job board.

Immediate To Do:

1. Update database for current student and mentor counts for insurance due May 20.
2. Send updated balance sheet to regional director for insurance due May 20.
3. Work on recruitment of summer externships for the summer of 2023.
4. Recruit students for Transformative Partners.
5. Share this document with your board.



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Engage Excite Enlighten

ACE High School Student Summer Externships

High School Summer Workplace Experiences (externships) have been offered to ACE students through both offices of national firms and local firms. Here are three ways an affiliate can offer an externship to their students.

National Sponsor Firms -Paid by Employer:

Local Opportunities -Paid by Employer

Stipend Program - Paid by ACE National

National Sponsor Firms Paid by Employer: The national office has been working with the sponsor firms to identify high school externship positions. These positions will be located at the various offices of the firm and the positions will be managed and paid for by the sponsor firm (positions with Gilbane and Turner will be funded by a national agreement between ACE, Gilbane, and Turner. These payments to students will be processed by ACE National.)

1. Sponsor Firm identifies available opportunities and reports to national
2. National reports opportunities to affiliates
3. Affiliate works with students for placement in the open positions
4. Affiliate reports placements to National
5. Sponsor Firm handles all administration of the experience

Local Opportunities Paid by Employer: Many smaller, local firms are willing to host high school externs. Each affiliate should reach out to the local firms to see if they will host one of our students. These externships are managed and paid for by the local employer. If you have local firms that are interested in hosting a student or students, please coordinate directly with that employer on their needs and requirements and report the positions to National.

1. Affiliate identifies local opportunities
2. Affiliate assists in selection of student for placement
3. Affiliate reports placement to National
4. Employer handles all administration of the experience

Stipend Program Paid by ACE National The ACE National Stipend Program is our organization's initiative to increase the number of opportunities available to our students. The program has funding by ACE National for registered high school students to be placed with a host firm for an externship.

1. Each affiliate will have access to 3 stipend positions to offer to local firms
2. Affiliate works with students for placement with a local firm
3. Affiliate reports placements to National
4. ACE National collects student and host paperwork and processes student payment



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TRANSFORMATIVE PARTNER PROGRAM

The goal of this initiative is to actively mentor, engage with, and support students through their post-secondary academic studies, following their initial engagement with ACE during high school. The goal is to ensure the ACE alumni successfully complete their studies and enter as a full-time employee of the construction industry.

What Commitment Does a Transformative Partner Make

- Provide an employee to serve as a mentor throughout the undergraduate years, regularly engaging with and helping guide and support the student.
- Provide a paid summer internship for the student each summer through undergraduate education*
- Provide the student with a job offer upon graduation*
 - * Conditioned upon positive performance

Proposed Outcomes for Students

- Completion of undergraduate program.
- Yearly paid internship offer based on performance.
- Entrance into construction industry as a full-time employee.
- Developing professional networks for students.

Proposed Outcomes for Founding Firms

- Expand diversity, equity & inclusion in hiring interns and full-time employees.
- Grow talent pool for firms year after year.
- Prospective employees are rooted in the firm culture.
- Improves employee morale and increases employee retention.

2022 – 2023 Cohort: Next Steps

- Complete pairing of mentors & mentees
- Additional resources, surveys & tracking are ongoing
- Monthly check-ins to provide guidance, motivation, and support
- Coordination of summer internship for summer 2023 & related formalities (e.g. applications)
- In-person meetings during academic breaks

Additional Programs Under Consideration

- Expansion to more national and local companies
 - Through national & affiliates
- Establishing best practices and tools for partner companies
- Calculus & sciences support
 - Including tutoring and summer courses
- Mentoring by more senior ACE alumnae on campus
- Partnering with universities.

ACE TRANSFORMATIVE PARTNER PROGRAM NATIONAL & AFFILIATE PARTNERSHIP



WHAT'S NATIONAL DOING?



AFFILIATE'S ROLE

**SEPTEMBER-
NOVEMBER**

Recruitment of companies to participate in the following program year begins. ACE National will host Information Sessions and follow up with One to One meetings with interested firms.

Affiliates don't need to recruit firms for this program. However, if any local firm is interested, please refer them to WEBSITE or EMAIL

**NOVEMBER-
JANUARY**

By the end of January, interested firms are expected to make their commitment to join the upcoming cohort.

ACE National will notify affiliates of which firms have committed. Affiliates don't need to follow up with firms at the local level.

**FEBRUARY-
MARCH**

Committed firms provide names of mentors who will be participating in program. OR firms provide number of mentors they can commit. National will begin getting mentors registered. By the end of March, all mentors registered

Affiliates do not need to recruit mentors. However, you may know of mentors who could be a good fit for the program. If the mentor works at a participating firm, you can share information with the mentors.

APRIL

End of April, firms who are able identify mentor/student matches. If unable to make matches, firm will notify ACE.

Affiliates will be notified of any mentors and students from their affiliate participating in the program. Affiliates do not need to follow up with mentors or students, but can certainly send a congratulatory email!

**MAY-
JUNE**

ACE will recruit students and assist in matching process. All matches confirmed by end of June. By end of June, all matches confirmed for fall kick off.

Affiliates can share program information with mentors to help identify interested students. Or, information can be shared with students directly. There will be a form for interested students to complete and ACE National will identify those who are a good fit based on location and mentor availability. If an affiliate wants to be more involved in helping to select students, please reach out to your Regional Director

**JULY-
AUGUST**

Mentor orientations hosted by ACE. Firms should begin planning kick off events for existing matches

ACE Transformative Partners Program

Alumni/Student Information Sheet

The goal of this initiative is to actively mentor, engage with, and support students through their post-secondary academic studies, following their initial engagement with ACE during high school. The goal is to ensure the ACE alumni successfully complete their studies and enter as a full-time employee of the construction industry.

Proposed Outcomes for Students

- Mentor support throughout post-secondary studies, with a goal of graduation
- Assistance in finding yearly paid summer internship offer based on performance.
- Entrance into construction industry as a full-time employee.
- Developing professional networks for students
- Opportunities for professional development and support
- Connection to the broader ACE Alumni Network

Student Participant Qualifications:

- High school graduate currently enrolled in a post-secondary program (i.e., college, vocational programming, etc.)
- Pursuing an A-C-E related major or course of study, with an intention to continue into the building and design profession after graduation
- Participated in the ACE program in high school
- Registered as an ACE Alumni

Time Commitment and Expectations

- Mentor and Mentee meetings and communications: 1-2 hours per month, mostly virtual communicating (email, zoom calls, text)
- Report to ACE Program staff progress and updates: once a quarter via brief survey
- ACE Summer Internship: qualified participants are expected to be involved in an ACE related summer internship, time commitment to be determined by hiring firm.
- Periodic webinars to support professional development: 2-3 times per year

Interested in becoming a mentee?