



## Nebraska PGA PGA - Mentor Initiative

Recently, the Nebraska PGA launched the “Mentor Initiative” to help support our PGA Associates. In addition, this initiative helps you achieve points that go towards the PGA of America’s Deferred Compensation Program.

### Qualifications of the Mentor Initiative:

- To achieve points towards the Deferred Compensation Program you must complete 10 hours of mentoring
- This can be towards a PGA Associate
- We have paired you together to help support one another through this
- Deferred Comp runs through the PGA Fiscal Calendar (4/1-3/31)
- The next slide includes a 10 hour guideline for your use



**Other Ways to earn points for Deferred Compensation:**

**Path to 150**

**Points Descriptions**



## Program Goals

- **Foster Professional Growth:** Support the advancement and skill development of PGA Associates.
- **Enhance Networking Opportunities:** Create platforms for PGA Members and Associates to connect and collaborate.
- **Strengthen Community and Brand:** Inspire, guide, and support the Nebraska PGA family, driving the growth and recognition of our brand.

## Program Outline

Pairings will be established in April 2025, aligning seasoned PGA Members with Associates of similar classifications and facility types. The Nebraska PGA's Employment Committee directed the pairing process, ensuring thoughtful matches.

Professionals enrolled in the PGA of America's Deferred Compensation program automatically received a mentee assignment. This participation allows professionals to earn up to 150 Deferred Compensation points through an approved PGA Section mentorship initiative.

Mentors and mentees will adhere to the provided program guidelines, focusing on setting realistic goals and actionable plans to achieve them. Each pairing is expected to dedicate a minimum of ten (10) hours throughout the mentorship season, as detailed in the program guidelines.

## Best Practices

- **Initial Meeting:** Mentors and mentees should conduct their first meeting via Zoom or FaceTime. This face-to-face interaction can significantly enhance the communication process.
- **Scheduling Future Sessions:** At the conclusion of the first meeting, schedule the next two or more check-ins. This approach helps keep everyone organized, reinforces the value of planning and organization to the mentee, and secures these commitments on all participants' calendars.
- **In-Season Check-Ins:** During the season, the mentee is responsible for proactively reaching out to the mentor to schedule mutually convenient times for these check-ins.





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# 2025 Mentorship Program



## Workbook Contents

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### Program Overview

Welcome to the Nebraska PGA Mentor Program! This initiative is designed to elevate the careers of Nebraska PGA Associates through the wisdom and support of our experienced professionals. Mentors are essential in inspiring growth and nurturing valuable connections within the PGA community.

This guide offers you core mentoring principles and a structured action plan to ensure your mentorship journey is impactful. Please take a moment to review this guide. Should you need any guidance or clarification, feel free to reach out to Kevin Drew, PGA Career Consultant, or the Co-Chairs of the Employment Committee, Jon Moore, PGA, and Greg Gilg, PGA.



# 2025 Mentor Initiative

## 10 Hour Guideline

### Phase 1 | Introduction & Goal Setting

#### Month 1-2

The goal of phase 1 is to get to know one another. It is encouraged to meet in person if possible.

- Outreach & Introduction - **30 minutes**
- Discuss big picture and career aspirations - **1 Hour**
  - Discuss career goals and aspirations in the golf industry
- Goal Setting - **1 hour**
  - Start to identify high-level goals/objectives from a professional readiness perspective
- **Total Hours Phase 1: 2.5 hours**

### Phase 3 | Action Planning

#### Month 5-6

The goal of phase 3 is to help narrow the goals/objectives of the PGA Associate and start putting into motion an action plan for their career

- Feedback on Goal Setting - **30 minutes**
- Document Review - **1 hour**
  - Discuss current Resume, Cover Letter, and Portfolio
- Introduce PGA Associate to PGA Career Consultant via Google Meet - **30 minutes**
- Planning for a financial future - **1 hour**
  - Utilization of 401k, deferred comp., GRP, other successful tools
- **Total Hours Phase 3: 3 hours**

### Phase 2 | Progress Checks

#### Month 3-4

The goal of phase 2 is to check on the progress made from phase 1. A best practice is to set up a monthly meeting time.

- Check in #1 - **30 minutes**
  - What is going well, what is not?
- Check in #2 - **30 minutes**
  - What improvements or adjustments can be made from this plan?
- Check in #3 - **1-4 Hours**
  - Use something from “other ideas” below
- **Total Hours Phase 2: 2-6 hours**

### **Other Ideas:**

- Play Golf Together
- Meet with each other's staff or place of work
- Meet for a meal
- Shadow your mentor
- Monthly follow ups
- Connect at Section or National Event

## CONTACT INFORMATION

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# Step 1 – Initial Contact (60 minutes)

**Initiated by:** The Mentor

**Objective:** Establish a Connection and Lay the Foundation

Once mentors are assigned, it is the mentor's responsibility to initiate the first contact. This should be a phone call or email made within the first few weeks following the official launch in April 2025. The goal of this initial session is for the mentor to introduce themselves and start forming a meaningful relationship with the mentee.

During this meeting, discuss the mentee's experience and career aspirations, setting the stage for goal setting. Mentors are encouraged to engage their mentees in thinking about both short-term and long-term career goals and to express their future aspirations. Following this session, the mentee should outline their high-level career goals and objectives from a professional readiness perspective and share this document via email with their mentor prior to the second check-in.





## Step 2 – Professional Readiness (60 minutes)

**INITIATED BY:** THE MENTEE

**Objective:** Refine Goals and Develop a Career Roadmap

In this session, mentees will lead by sharing their document outlining their goals and objectives within the golf industry with their mentors. This stage offers mentees an excellent opportunity to solicit valuable career advice and engage in meaningful discussions about both current status and future aspirations.

Mentors play a crucial role in guiding mentees to refine their goals and will collaborate with them to develop a high-level document that can act as a "career roadmap." This document aims to strategically plan career advancement and professional development within the industry.

## Step 3 – Goal Review & Plan of Action (2 hours)

**DATES CHOSEN AFTER FIRST SESSION**

**Objective:** Refine Goals and Establish Action Plans with Deadlines

Approximately 3-5 weeks following the initial contact, schedule the second phone call. This discussion should be centered on refining the mentee's career goals and collaboratively developing actionable plans with set deadlines to achieve these aspirations. This process ensures that both mentees remain focused on their goals and mentors maintain regular follow-up.

Mentors are encouraged to utilize the goal worksheet as a reference to effectively monitor communications and meetings. This worksheet serves as a valuable resource for tracking action steps, completion dates, and identifying any additional follow-up required.

## Step 4 – Follow Up (1/2 hour once per month)

**INITIATED BY:** THE MENTEE

**Objective:** Conduct Check-ins, Follow Up, and Reassess Goals

After setting goals and action plans with the students, it's crucial to evaluate the progress of PGA Associates. These check-ins should align with the deadlines outlined during the initial goal-setting phase, allowing both mentors and mentees to address any challenges and celebrate achievements promptly.



## Step 5 – In-Season Check-In (at least ½ hour once per month)

### **Objective:** Provide Ongoing Support Throughout the 2025 Season

Regular monthly check-ins are essential to review and discuss the current season's progress. These sessions offer mentors the chance to guide mentees through challenges and begin planning for the next season.

A "final call and wrap-up" should be scheduled with your mentee in October to conclude the season effectively.

As the mentoring cycle concludes, mentors will be invited to express their interest in continuing as a mentor for the following year. This invitation typically occurs in October or November annually.

### **Other Mentoring Opportunities and Ideas**

- Mentors are encouraged to visit their mentee's facility or campus to deepen their understanding of the mentee's environment and build a stronger connection.
- Arrange in-person meetings during Section Meetings or at professional-only events if both parties are attending.
- Participate together in the inaugural Mentor-Mentee Pro-Pro event on Thursday, June 26th, at The Field Club of Omaha.
- Mentors are encouraged to host group roundtable discussions with others participating in the Nebraska Mentor Program to share insights and experiences.





## **Keys to Success**

**Embrace Dual Roles:** Effective mentors are lifelong learners. Gain insights from your mentees just as you provide guidance to them.

**Commit Fully:** Dedication from both mentor and mentee is crucial. When both are fully invested, the potential benefits of this program are limitless.

**Practice Active Listening:** This isn't as simple as it sounds. To mentor effectively, you need to truly understand your mentee's needs, goals, and aspirations. Often, offering an attentive ear as mentees navigate challenges is exactly what they need.

**Cultivate Your Own Network:** Successful individuals build strong relationships and gather insights from diverse sources. Enhance your mentoring by continually expanding your network and seeking advice from those you trust.

**Show Empathy:** Compassion and empathy are vital qualities for a mentor. Listen to your mentee, demonstrate understanding, and approach their challenges with kindness.

**Exercise Patience:** Mentoring often involves providing constructive criticism, which can be challenging to accept. Remember, quick solutions are rare, much like perfecting a golf swing.

**Lead by Example:** Your behavior sets the standard for your mentee. Strive to hold yourself to the highest standards, as your actions are powerful examples.

**Invest in the Relationship:** Your participation in this program reflects your commitment to the Nebraska PGA Section family and its future leaders. Mentees are keen to learn and highly value your words. Demonstrate your care through your actions, patience, honesty, and compassion. By fully investing in each other, you will enrich the mentoring experience exponentially.



# Competency Categories

## Professional Attributes

- Industry Knowledge
- Service Attributes
- Attitude
- Professionalism
- Appearance
- Resume / Portfolio

## Tournament Operations

- Experience /Knowledge
- Rules / Course Set Up
- Formats / Handicapping
- Budgets
- Pace of Play
- Outside Outings

## Management

- Experience / Supervision
- Staff Plan / Scheduling
- Budgeting
- Communications
- Committees
- Golf Operations
- Caddie Program
- Staff Training

## Instruction

- Experience
- Knowledge
- Continuing Education
- Junior Golf
- Programming
- Adult Development
- Club Fitting
- Club Repair

## Playing Ability

- On Going Improvement
- Section Event Participation
- Member Experience
- Results

## Merchandising

- Experience /Knowledge
- Buying Plan
- Budgeting and Forecasting
- Sales and Displays
- Inventory Management
- Vendor Selection
- Pricing Strategies
- Monitoring Performance



# Goal Worksheet

Date Established: \_\_\_\_\_

Competency Category: \_\_\_\_\_

Goal:

\_\_\_\_\_

\_\_\_\_\_

## Action Step and Completion Date

1

2

3

4

5

6

## Follow Up and Comment

\_\_\_\_\_

\_\_\_\_\_

**\* Must be filled out via [THIS LINK](#) to earn credits / Deferred Comp. Feel free to print out for your own personal records \***





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