



American Planning Association - Florida Chapter

**SUNCOAST**

Making Great Communities Happen

## Coaching for the Advancement of Mid-Level Planners (CAMPs)

Whether you want to develop a new skill set, increase your network size, take your career to the next level, or simply be more successful in your current position, a coach can help provide motivation and accountability. Coaches can also help you develop, clearly define, and achieve your career aspirations.

The Florida Chapter of the APA, Sun Coast Section Coaching for the Advancement of Mid-Level Planners (CAMPs) Program runs annually from May to November. The program is based on the successful launch of the Section's MAPS (Mentoring a Planning Student) program and is open to mid-level planners in the Sun Coast Section who are interested in growing their careers through a "match" in a voluntary coaching program. This program is open to a wide variety of career objectives, including; transitioning into management, enhancing leadership capabilities, and becoming a more effective and successful planner. This guidebook is designed to provide ideas and suggestions for a successful coaching relationship.

### **PROGRAM GUIDELINES**

The program is targeted towards mid-level planners with comparable planning experience and/or over five years of planning experience. Coaches and planners must be a member of the Florida Chapter of the American Planning Association and be based in the Sun Coast Section Region. We encourage coaches and planners to attend the initial kick-off happy hour, a "Planning Director Panel," and create a viable goal program to help you excel in your career, meeting as often and as long as necessary to achieve your goals. The Section is requesting your feedback, as a way to improve this program, through the completion of a final program evaluation.

### **GOAL PROGRAM**

Ideas to help craft your program goals and objectives and to enhance your career potential are listed below:

- Resume critique
- Develop a new skill set
- Prepare for an annual review and performance evaluation
- Improve workplace communications
- Increase network size and quality
- Changing career paths
- Find the right professional goals aimed at success in the planning field
- Public speaking
- Educational Resources

### **PROGRAM TIMELINE (APRIL–OCTOBER)**

1 <sup>st</sup> week in April	Kick-off
1 <sup>st</sup> week in May	Deadline for application submittal
2 <sup>nd</sup> and 3 <sup>rd</sup> weeks in May	Coaches recruited and matched to planners
3 <sup>rd</sup> Friday in May	Kick-off happy hour

Completion of evaluation report by coaches and planners (using form provided).

### **CAMPs PROGRAM COORDINATOR CONTACT INFORMATION**

Sun Coast CAMPs Program email: [campsuncoastapaf@gmail.com](mailto:campsuncoastapaf@gmail.com)

Kathryn Gademer: (727) 369-5615

Stephen Benson: (813) 843-8359

### **SUN COAST RESPONSIBILITIES**

- Administer call for and matching of coaches and planners
- Promote program to mid-level planners and recruitment of high-quality coaches
- Semi-annual review of CAMPs Program
- Provide for the confidentiality of planners\*
- Host spring kick-off happy hour event for coaches and planners to facilitate introductions
- Provide mid-program contact with coaches and planners (as a check-in)
- Assist in matching process

\*Upon request, Sun Coast Section will provide for the confidentiality of a participant, except to the coordinators of this program and the assigned coach.

## MID-LEVEL PLANNER AND COACH PARTICIPATION APPLICATION

Please complete this form if you are interested in participating in the CAMPs Program as a coach or a planner. The CAMPs program is open to mid-level planners (those with mid-level planning experience and/or over five years of planning experience) in the Sun Coast Section who are interested in growing their careers through a “match” in a voluntary coaching program. Coaches and planners must be a member of the Florida Chapter of the American Planning Association and be based in the Sun Coast Region (Citrus, Hernando, Pasco, Pinellas, Hillsborough, Manatee, and Sarasota Counties).

Completed forms must be received electronically ([campsuncoastapafi@gmail.com](mailto:campsuncoastapafi@gmail.com)) to the Sun Coast CAMPs Coordinator, by no later than the 1<sup>st</sup> week in May.

### ROLE IN PROGRAM

I am interested in being a coach to a mid-level planner. Yes      No (Circle one).

I am a mid-level planner.      Yes      No (Circle one).

*I wish to remain a confidential participant in the CAMPs Program except to the coordinators of this program and my assigned coach. Yes      No (Circle one)*

### CONTACT INFORMATION

Name: \_\_\_\_\_

Email: \_\_\_\_\_

Place of employment: \_\_\_\_\_

Mail Address/City/Zip Code: \_\_\_\_\_

Telephone #: \_\_\_\_\_

### CAREER BACKGROUND DESCRIPTION

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### YOUR PROGRAM EXPECTATIONS (What are your program goals and objectives):

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**ADDITIONAL INFORMATION**

I work in the following planning field (s) and would like to increase my success in my current field.	Check all that apply.	I would like to take my career to the next level.	Check all that apply.
<i>Environmental Planning</i>		<i>City</i>	
<i>Hazard Mitigation Planning</i>		<i>County</i>	
<i>Housing/Residential Development</i>		<i>Regional</i>	
<i>Land Use/Comprehensive Planning</i>		<i>Private</i>	
<i>Public Participation</i>		<i>Non-Profit</i>	
<i>Regional Planning</i>		<i>Supervisory</i>	
<i>Transportation Planning</i>		<i>Management</i>	
<i>Urban Design</i>		<i>Administration</i>	
<i>Economic Development</i>			
<i>Other:</i>		<i>Other:</i>	

Are there any other special experiences, knowledge, or skills you would like the CAMPs Program to consider for matching? If so, please briefly discuss. Providing as much information about your interests and goals for the program helps us identify the best possible match.

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Please attach a copy of your resume to this completed form.

**By signing below, I confirm that I have read the description of the CAMPs Program, the minimum requirements for coaching activity and deadlines, and that I will be able to successfully meet those requirements and deadlines.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Please e-mail the completed form to [campsuncoastapafl@gmail.com](mailto:campsuncoastapafl@gmail.com) by November 15th.

Name of Planner: \_\_\_\_\_

Name of Coach: \_\_\_\_\_

*I wish to remain a confidential participant in the CAMPs Program except to the coordinators of this program and my assigned coach. Yes No (Circle one).*

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Did you complete any of the following activities as part of your CAMPs Program? (Circle one).

- Resume critique: Yes \_\_\_\_\_ No \_\_\_\_\_
- Develop a new skill set: Yes \_\_\_\_\_ No \_\_\_\_\_
- Prepare for an annual review and performance evaluation: Yes \_\_\_\_\_ No \_\_\_\_\_
- Improve workplace communications: Yes \_\_\_\_\_ No \_\_\_\_\_
- Increase network size and quality: Yes \_\_\_\_\_ No \_\_\_\_\_
- Change career paths: Yes \_\_\_\_\_ No \_\_\_\_\_
- Find the right professional goals aimed at your success in the planning field: Yes \_\_\_ No \_\_\_
- Public speaking: Yes \_\_\_\_\_ No \_\_\_\_\_
- Educational Resources: Yes \_\_\_\_\_ No \_\_\_\_\_
- Other: \_\_\_\_\_

- How often did you meet with your coach/planner?
- \_\_\_\_\_ times per week \_\_\_\_\_ per month
- What was the duration of your coaching participation?
- \_\_\_\_\_ Number of weeks/months
- Summary and/or comments? Recommendations on the Sun Coast CAMPs program?

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