



AIA Oklahoma Mentoring Network

Connecting practitioners and protégés

Fact Sheet & Resource List

On July 1, 2008, Oklahoma allowed new candidates who have a NAAB accredited professional degree and are currently enrolled in IDP to begin taking the ARE prior to completion of IDP. Prior to obtaining registration, however, the candidate must complete IDP and have 3 years of internship experience (please refer to the Law and Rules for details concerning the education, work experience and IDP requirements).

One IDP Training Unit = 8 hours of acceptable experience time

700 Total Training Units required to complete IDP

IDP Training Units can be earned by completing activities provided in the Emerging Professional's Companion (EPC) and is available for review or download at www.epcompanion.org.

The EPC is **FREE** to all AIA Members, AIAS Members, Educators & NCARB IDP record holders.

IDP Training Units can be earned by completing AIA Approved Continuing Education resources and programs (one AIA Learning Unit Hour = .25 IDP Training Units).

Oklahoma has an Intern Friendly Firm initiative. Visit local or state AIA websites for more information.

The five organizations which participate in the governance of the profession (e.g., setting the standards for accreditation and licensure) are referred to as the "Five Collaterals" and are the first five organizations listed below.

The American Institute of Architects: www.aia.org

American Institute of Architecture Students: www.aias.org

Association of Collegiate Schools of Architecture: www.acsa-arch.org

National Architectural Accrediting Board: www.naab.org

National Council of Architectural Registration Boards: www.ncarb.org

AIA Oklahoma: www.aiaok.org

AIA Eastern Oklahoma: www.aiaeok.org

AIA Central Oklahoma: www.aiacoc.org

AIA Central States Region Emerging Professionals: <http://www.aiacsrep.org/>

Oklahoma Board of Architects: www.ok.gov/Architects

Oklahoma IDP State Coordinator: **Daryl Bray, AIA**, darylbray@scottgoble.com, (918) 587-8600

Incoming OK IDP State Coordinator: **Jennifer Gann, Assoc. AIA**, jgann@fsb-ae.com, (405) 840-2931

OSU IDP Educator Coordinator: **Tom Spector, AIA**, spectot@okstate.edu, (405) 744-6043

OU IDP Educator Coordinator: **Marjorie Callahan, AIA**, mcallahan@ou.edu, (405) 325-3866



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Important Information for ARE Candidates

ARE Overview: www.ncarb.org/are

ARE Facts: <http://www.ncarb.org/are/arefacts.html>

ARE Forum: <http://www.areforum.org>

ARE Frequently Asked Questions: <http://www.ncarb.org/are/faqs.html>

ARE 3.1 Study Guides: <http://www.ncarb.org/publications/arestudyguides.html>

ARE 3.1 Practice Program: <http://www.ncarb.org/are/tutorial2.html>

ARE 4.0: <http://www.ncarb.org/are/40/index.html>

ARE 4.0 Frequently Asked Questions: <http://www.ncarb.org/are/40/faqs.asp>

ARE 4.0 Guidelines: <http://www.ncarb.org/are/Guidelines-40.pdf>

ARE 4.0 Study Aids (4.0): <http://www.ncarb.org/are/40/StudyAids.html>

ARE 4.0 Timeline: <http://www.ncarb.org/are/40/timeline.html>

ARE 4.0 Transition Chart: http://www.ncarb.org/are/40/transition_chart.html

ARE 4.0 What's Different: http://www.ncarb.org/are/40/whats_different.html

Best Practices

Three Methods of Knowledge Transfer:

http://www.aia.org/aiaucmp/groups/ek_members/documents/pdf/aiap016536.pdf

Seek Out the Many Rewards of Mentoring:

http://www.aia.org/aiaucmp/groups/ek_members/documents/pdf/aiap016539.pdf

Mentoring Interns: A Firm Commitment:

<http://www.aia.org/aiaucmp/groups/aia/documents/pdf/aias078423.pdf>

Mentoring as a Team Sport:

http://www.aia.org/aiaucmp/groups/ek_members/documents/pdf/aiap016540.pdf

YAF Mentor Guidelines:

<http://www.aia.org/professionals/groups/e/pn/AIAS075219?dvid=&recspec=AIAS075219>



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Excerpt from *YAF Mentor Guidelines*: Mentoring is one of the three main goals of the Young Architects Forum. It is a vital part of career and leadership development and is perhaps the best method of transferring knowledge that has been gained through experience.

Young Architects make great mentors to interns, college students, and even high school and elementary school students. Being a mentor also helps young architects hone their leadership skills.

Young Architects also need mentors who can help them transition into greater leadership roles in their firms and their communities.

Advice for Mentors and Protégés

Mentors should:

- Meet with the protégé and identify his or her specific needs; provide assurance that you can fulfill those expectations.
- Define the expected time commitment between mentor and protégé; consider establishing a scheduled time for meetings. (Identify an end date for the relationship?)
- Identify an appropriate location for meeting with the protégé.
- Be patient and positive in the relationship. No question is "dumb."
- Suggest, don't dictate.
- Be available when needed and as appropriate.
- Communicate...share successes and failures, coach, advise, discuss real-life stories. Consider the question of confidentiality.

Protégés should:

- Be respectful of the mentor's commitment to you in terms of time and resources.
- Make sure the mentor's skills and experience match your needs and expectations. Also, ensure that these needs and expectations are clearly identified to the organization administering the mentoring program.
- Communicate openly with the mentor.
- Respect the need for confidentiality when appropriate.
- Be specific in your needs and desires.
- Make reasonable requests of the mentor.
- Be receptive to feedback and advice.