

NAIOP ARIZONA DEVELOPING LEADERS YOUNG PROFESSIONALS GROUP (YPG) 2023 Syllabus

Introduction

NAIOP Arizona, in conjunction with the national organization based out of Washington D.C., first established the Arizona Developing Leaders Mentorship Program in 2011 because of the need to provide advanced education in the real estate disciplines to our younger members. Now in its 12th year, the Young Professionals Group (YPG) is designed to **educate, develop, connect, and elevate** the next generation of commercial real estate leaders. This is accomplished through:

- **Education:** Participants will attend educational panels throughout the course of the program, which will include a broad range of real estate disciplines. The disciplines that will be taught throughout the course include, but are not limited to, brokerage, marketing, development, finance, legal, title, architecture, construction, and site selection.
- **Case Study:** The group will participate in one program-long case study which will include implementing each discipline taught throughout the educational panels.
- **Networking:** Following each educational panel will be a networking opportunity for program participants, mentors, and industry-leading panelists.
- **Mentoring:** Each participant will be paired with a mentor throughout the course of the program. The participant will be expected to meet with their assigned mentor a minimum of six times for discussions on the educational panels, personal growth, and professional growth.
- **Leadership Training:** Throughout the program, the participants will develop the key business skills necessary to help them ascend to leadership positions within their respective firms as well as the commercial real estate industry.
- **Access:** Participants will have access to and training from key decision makers in the commercial real estate industry. These mentors will serve as role models and career guides for the next generation of real estate business leaders.

Admission Requirements

YPG participants are selected on an annual basis. Requirements for admission are as follows:

- Applicants must be 35 years of age or younger as of December 31, 2023.
- Current membership in NAIOP Arizona.
- Minimum three years of experience in the commercial real estate industry. MBA Degree counts towards years of experience.
- Program fee of \$300 must be paid at time of application. Refunds will automatically be processed for applicants who are not accepted into this year's program.
- Submission of a completed and signed Employer Endorsement Form.

Course Information

This course will only be open to qualified members of YPG. The group will meet six times over the course of five months. Each meeting and training / networking session will be an hour and a half in length. These meetings will be held at a central location that is convenient to most participants while meeting the needs of the program facilitator. **Attendance at each meeting is mandatory.**

Course Descriptions/Objectives

The goal of this course is to provide the future leaders of the commercial real estate industry with a broad-based understanding of the critical components of the real estate industry, key business and operating principals, introduction and networking opportunities with leading industry executives, and the development of a peer group of young executives from a range of real estate disciplines. This will be accomplished through the efforts of a YPG leadership committee, in combination with senior industry leaders who will share their personal experiences. Commercial real estate disciplines incorporated in the course include the following:

- Brokerage
- Marketing
- Development & Investing
- Finance
- Legal & Title
- Construction
- Architecture & Engineering
- Property Management
- Incentives & Economic Development

Many of these learning activities will be presented through education panels. The participants will then be assigned groups in which they will conduct a case study provided by the program. The case study will involve all aspects of a real estate deal, beginning with site selection and ending with the disposition of an asset. All tools and resources necessary for completing the case study will be provided in the educational panels throughout the program.

Course Calendar/Schedule

The course will consist of six meetings over a five-month period with dates and times to be finalized at the Kick-Off Event. Each meeting will typically be an hour and a half (4:30-6:00 PM), which will include educational panels as well as networking. **Attendance at each of the six meetings is mandatory; dates will be announced by August 18th.** The anticipated schedule is as follows:

- August 18, 2023: Kick-Off Event
 - September 2023: YPG Class #1 – Design and Construction
 - September 2023: YPG Class #2 – Zoning and Entitlements
 - October 2023: YPG Class #3 – Capital Markets and Leasing
 - November 2023: YPG Class #4 – Project Refinement
 - December 2023: Final Presentations/Graduation Dinner
- *Subject to change; will be confirmed at Kick-Off Event*

Case Study

- The case study and team assignment will be announced at the kick-off event, for presentation in December.
- Each case study presentation will be presented to all the participants of the program at the Graduation Dinner.
- A panel of judges will select one “Winning Team”.
- Each member of the winning team will be asked to return to the following year’s class kick-off event.

Course Policies

All participants in this program will be required to abide by the following course policies:

- **Attendance, Tardiness:** Attendance at all courses is mandatory. Each participant will be required to have pre-approval that their company will allow the time and flexibility to attend all sessions. If a student misses any scheduled meeting, they will be expected to complete all make-up work required in that class session. Two missed meetings will subject the participant to possible expulsion from the program. Decisions on expulsion will be up to the YPG leadership committee. Tardiness for any class session will not be tolerated. We have only a short time together, so it is essential that all participants make every effort to be on time.
- **Academic Dishonesty:** This program is strictly voluntary. Although you will be receiving a Certificate of Completion, you will not be receiving a grade for the case study. Nevertheless, it is expected that all students and teams will complete their own work.
- **Mentor Relationship:** All participants will be expected to meet with their mentor over the course of the program. The YPG leadership committee will follow up with both the participants and mentors to ensure that all possible efforts are made for meetings.