



LA LUZ MENTORSHIP PROGRAM

Dear Mentee,

Thank you for joining us as part of our Mentorship Program. It is an honor to support you in the development of your photographic work and we hope that your time with your mentor is an enriching learning and life experience.

We encourage you to read the following information as you prepare for your mentorship, and please don't hesitate to reach out if you have further questions.

Role of Mentees

This program is for photographers who seek to take their work to the next level with the guidance and support of a trusted Mentor. This means you are committed to your creative work and learning, and open to feedback and critical dialogue. Please embrace this opportunity for growth and prepare for each session by completing assignments and suggested readings.

Timeline

Session 1: You and your Mentor will look at work (images, writing, videos, inspiration), clarify goals, and strategize a plan for the remaining sessions.

After Session 1: The timeline and regularity of subsequent sessions will be determined by you and your Mentor during the first session.

Sessions 2-6: Mentor and mentee work toward achieving goals and objectives (flexible timeline, based on mentee goals and mentor availability).

Additional sessions can be added once your first six are completed.

Zoom Links and Login

We will send the Zoom meeting link, number, and password prior to each session via email. Please keep an eye out for it. Be sure to save us as your contact to receive our emails.

Establish Your Personal Account on Mentorship Homepage

Each Zoom session with your Mentor will be recorded automatically. To watch the recordings, you will need to set up an account to access your personal Mentorship Homepage. We will send a link via email to create your account.

Once you have an account, you will go to laluzworkshops.com and in the upper right hand corner click on the user icon to enter your email and the password you used when you created that account.

Click the "Access Content" button and select "Mentorship Program Homepage", where you will find video recordings of each session in chronological order. Videos will be posted within 48 hours of completion of each session with your Mentor.

Recordings will be available for one year after your first session. Please note that these videos are intended for your personal use only and may not be recorded in any format. Thank you for understanding.

Online Etiquette

- Plan for your meetings ahead of time. Be a few minutes early, in a quiet place where there are no distractions and you can focus, ideally not on a phone or tablet.
- If not familiar, please practice your screen sharing on Zoom with a friend prior to your sessions.
- Make sure that your name and last name are correctly displayed on Zoom.
- To help maintain personal connection with your Mentor, we ask that Mentees have their webcams turned on at all times, except in cases of emergency.
- If you have technical issues, you can ask me, Andy, I will be happy to assist you.

First Session

In your first session, you and your Mentor review work, clarify goals, and strategize a plan for the subsequent sessions. The first session will last up to 90 minutes.

Please plan on putting your materials into your designated Google Drive folder **48 hours prior to your meeting with your Mentor**. All your images should be web-ready JPEGs (72 dpi and a maximum length of 2,000 px on the longer side). This should be the work that you intend to work on with your Mentor. These materials can also include texts, sound, video, inspiration, or other media you would like your Mentor to consider. We will share a link to your designated Google folder via email.

Each mentorship will be uniquely tailored to each Mentees' needs and objectives. You are co-creating this experience together.

Subsequent Sessions

In the following sessions, you will work toward achieving your goals and objectives.

As with your first session, prior to each session with your mentor, please upload the images/materials you are planning to present into your designated Google Drive folder. Please plan on sharing the materials you and your mentor have discussed and upload them **no later than 48 hours before the session**. If you intend for the images to be viewed in a specific order, be sure to name your files in the order you want them to be viewed.

Be prepared to show your work using Adobe Bridge, Lightroom, Photo Mechanic or similar viewing software that you are familiar with.

Each of these sessions with your Mentor will be 60 minutes in length. Please be mindful of this time limit.

The exact timeline of your sessions is flexible to accommodate specific mentee goals, the work that needs to be done, different schedules, and ways of working.

Cancellations & Rescheduling

Mentor may cancel in case of emergency, a replacement session will be scheduled promptly.

Mentee may cancel or reschedule up to 48 hours before a session, last-minute emergencies will be handled on a case-by-case basis. Email Andy if this is necessary at mentorship@laluzworkshops.com.

Additional Considerations

We ask Mentees that communication with mentors outside of sessions will be kept to a minimum as to respect the Mentor's time. All mentorship sessions must be completed within one year from the first session.

Contact & Feedback

Please communicate your needs and share your feedback throughout the Mentorship program as we want to make your experience a success.

You can reach me via email, and for urgent matters, feel free to contact by phone, text, or WhatsApp at +1 612 750 6644.

We are grateful you are a part of our Mentorship Program and look forward to getting to know you and your work, and supporting your creative endeavors.

Warmly,

Andy Richter
Mentorship Advisor
La Luz Workshops
+1 612-750-6644
mentorship@laluzworkshops.com