



# Mentorship Program for Women Administrators

## 2025 Guidelines

### Important Dates and Deadlines

- Application available online: January 14, 2025
- Application deadline: February 11, 2025
- Review and interview process: February – March 2025
- Participants Notified: March 2025
- Program Dates: April 2025 – June 2026

**OPERA America**  
National Opera Center  
330 Seventh Avenue  
New York, NY 10001  
[operaamerica.org](https://operaamerica.org)

## About the Mentorship Program for Women Administrators

The Mentorship Program for Women Administrators intentionally identifies and disrupts barriers to increase representation and agency for women leaders at all levels in the opera field, providing a unique opportunity for motivated participants to cultivate professional skills and long-term relationships.

The program provides support for administrators who are at the threshold of advancing their impact as leaders by pairing them with more experienced leaders in the opera field, who, as mentors, serve as coaches and advocates for a 15-month engagement.

The program is structured and customized for each protégé's cohort to cultivate professional development resources based on their needs. It identifies barriers and achievement gaps, and then establishes an action plan for professional growth in support of the long-term career goals for each protégé.

OPERA America provides support for the protégé/mentor teams and resources for professional development, including financial support for one on-site visit at the mentor's organization, professional development programming, and support to attend OPERA America's Opera Conference 2026, including registration and stipends for housing and travel. This work is supported by OPERA America through facilitated meetings with all cohort members, regular check-ins with each participant, and the offerings of private learning opportunities, as mutually decided by the program participants.

Since this program is based on the quality of the interpersonal relationships and bonds developed, OPERA America will engage mentors who are equipped and committed to gender parity and promoting women professionals in the field. Program administrators coordinate with the protégés and mentors to assure that the relationships remain positive and productive, and to provide guidance and support during the course of the program. The mentorship cohort will also receive additional support throughout the program from the Women's Opera Network Steering Committee.

For professionals seeking to move into executive leadership positions in the next stage of their career, we encourage you to also consider our Leadership Intensive, a rigorously structured program of advanced learning for opera leaders.

## Eligibility

Applicants must:

- Identify as a cis or trans woman;
- Have a minimum of one year of administrative experience, managing programs and/or staff, that has allowed them to build an understanding of organizational structure and processes;
- Be a current or recent employee at an OPERA America organizational member;
- Seek mentorship to achieve the next level in their career development;

- Be available to participate in mentorship activities between April 1, 2025, and June 30, 2026;
- Not be an alumnus of the program; and
- Complete the application in full.

Please note that professionals engaging in other forms of professional development or additional education programs (including but not limited to university degree programs, certifications, and other mentorship programs) will not be excluded.

## Requirements

The application must be completed in full, including answering all application questions. The applicant must submit a resume, which should not be an artistic resume.

## Program Expenses

This program is tuition-free for participants. Protégés receive:

- Reimbursement of up to \$1,000 for travel and housing costs to attend an on-site “flash mentoring” session with their mentor, at their mentor’s host company.
- A free coaching session with a professional coach
- Reimbursement of up to \$500 for professional development programming
- Free registration to Opera Conference 2026
- Reimbursement of up to \$700 for travel costs to attend Opera Conference 2026
- Three nights in the conference hotel at Opera Conference 2026

## Selection Process

Participants are selected based on their interest in the opera field, the clear learning and professional goals they have set, and their desire to cultivate a relationship with a mentor. Selection is made without regard to current title, company affiliation, or area of specialty.

OPERA America staff will review all eligible applications and select candidates to advance. A second round of review will include an interview with one or more members of the OPERA America staff, and in the third round of consideration, applicants are interviewed by a leader in the field. Applicants will be informed of their status at each stage of the selection process and will be able to receive feedback and guidance to prepare for a future application cycle.

View the [selection rubric](#).

## Staff Contact

Please direct questions about the Mentorship Program for Women Administrators to Vincent Rutter-Covatto, director of learning and leadership, at [VRutterCovatto@operaamerica.org](mailto:VRutterCovatto@operaamerica.org) or 646.699.5237