

MENTOR PROGRAM

WAYS for Life & BYLC

Policy & Procedures

OVERVIEW & PURPOSE

The Mentor Program at WAYS was established through the goals & initiatives set forth by the Brevard Youth Leadership Council (BYLC). BYLC is composed of youth & young adults in the system of care who are seeking opportunities to thrive. Their mission is to advocate for youth and young adults through voice and choice to improve the system of care. The third goal out of their four priority goals is to “Increase mentors and supporting adults for youth in care.” BYLC asked WAYS to lead in the follow through and implementation of their pilot Mentor Program. WAYS for Life agreed and the first meet & greet occurred on January 9, 2020 where six youth were matched to mentors.

Mentor Application Process

1. First the volunteer must submit the [Mentor Application located on our website: waysforlife.org](https://waysforlife.org)
2. After the application is submitted, email the [Privacy Policy Acknowledgment Form](#) AND the [Background Screening Request Form](#) to our Mentor Program Coordinator, Kali Massa. Your application will then be processed and your background check will be submitted.
3. Fingerprints: Once the background check has been submitted, the coordinator will email the volunteer with a PN# to present at the fingerprinting office. This will attach your fingerprints to your background screening. We use A1A Fingerprints ([\(772\) 494-6556](tel:(772)494-6556)) which charges \$80 and has numerous locations in Brevard and flexible scheduling. Another option is Quick Prints ([\(321\) 690-3464](tel:(321)690-3464)) office located in Rockledge open 8am-4pm and charges \$65. If you choose to use a different fingerprinting place, you will be responsible for the cost.
4. Once the volunteer has been cleared, an email will be sent to inform the volunteer that they are ready to complete Mentor Training.
5. Once training has concluded, the Mentor is officially ready to be matched!
6. Once a potential match is made, a Meet & Greet will be set between Mentor and Mentee and facilitated by the coordinator at the WAYS for Life office. During this meeting both parties will be guided through ice breaker questions & more serious questions like, Why do you want to be a

mentor? And to the mentee, What would you like in a mentor? What do you not want in a mentor?

7. If the Mentor and Mentee Meet & Greet is a success and a match is made, then both parties will sign the Mentoring Agreement Form.
8. Mentor and Client agree to complete a monthly follow-up survey with WAYS point person 1x a month.

MENTORSHIP APPLICATION CHECKLIST:

1. [Mentor Application](#) Completed & Signed
2. [Privacy Policy, Signed](#) and emailed to kali.massa@waysforlife.org
3. [Background Screening Form](#) Completed and emailed to kali.massa@waysforlife.org
4. Fingerprinting Completed
5. Mentor Training
6. Background Check Completed and Approved: L2 Eligible (from Clearinghouse)
7. Mentoring Agreement Form signed at Meet & Greet

If you have any questions about our mentorship program please contact Kali Massa, our Mentorship Coordinator at [321-382-0340](tel:321-382-0340) or kali.massa@waysforlife.org.

