



## TIPS FOR INTAKE AND ORIENTATION FOR MENTEES AND PARENTS/GUARDIANS

### For Mentees:

#### 1. Orientation

The following information should be presented to mentees as they are considering their participation and before they submit an application or parental consent form:

- All program guidelines
- Roles and responsibilities of each participant
- Purpose of the program
- Benefits for mentees
- Level of commitment expected of mentees

#### 2. Training

As with mentors, once a young person has decided to be involved in the program, he/she is ready for training. This session is for mentees and mentoring program staff. A representative from the mentoring program should also speak to the young people about who the volunteers are and why they want to be mentors.

Some topics to discuss during mentee training may include:

- Assertiveness coaching
- How to ask direct questions
- How to let their mentors know when they are unhappy or uncomfortable in any situation
- Understanding goal setting and how to set personal goals

#### 3. Ongoing Training and Support

Mentees need ongoing training and support sessions for the same reasons mentors do. These sessions should be scheduled regularly and explained as part of the program before young people decide to participate.

### For Parents/Guardians:

#### 1. Parent/Guardian Orientation

It's important for parents/guardians to be given the same general information that is provided at mentor and mentee orientations. Parents/guardians could be included in the mentee orientation or a separate meeting could be held for parents only.

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Courtesy of The Mentoring Partnership of New York, *Mentoring in the Faith Community: An Operations Manual for Program Coordinators.*



## **2. Parent/Guardian Consent and Support**

Parents/guardians must give written consent for their child to participate. The information they are given needs to identify the responsible adult program coordinator(s) and how to reach them. For special events or trips, separate additional consent forms are recommended.

## **3. Relationships Between Parents/Guardians and Their Child's Mentor**

The more parents/guardians understand the mentor's role in their child's life and the value of the mentoring experience, the more supportive they will be.

Parents need to understand that the mentor *in no way* replaces them in their child's life. The mentor has a specific role to play apart from parenting. Parents who realize mentoring's benefits will step aside and not interject themselves into the mentor–mentee relationship. They should have an opportunity to meet their child's mentor.

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