

Montgomery County Ohio College Promise Program

Volunteer Mentor Policies and Procedures Acknowledgement

As a volunteer mentor with the Montgomery County Ohio College Promise Program, I agree that I will adhere to the following standards:

- As a mentor I will always act in a manner that is in the best interest of my mentee.
- I will be reliable and maintain a regular schedule, committing to the agreed upon times for the weekly school visit.
- I will faithfully notify the School Building Contact and the Montgomery County Ohio College Promise Program Office of cancellations and schedule changes.
- I will work independently in the designated area allowing other school personnel to carry out their responsibilities without interruption.
- I will meet with my mentee in an area where school staff can observe my mentee and me.
- I will not arrange contact with my mentee off school property unless it is under the supervision of the Montgomery County Ohio College Promise Program.
- I will not drive or transport my mentee or their family in any vehicle
- I will maintain confidentiality.
- I will attend a Montgomery County Ohio College Promise Program mentor training and orientation session.
- I will submit to Criminal Background checks as requested by the Montgomery County Ohio College Promise Program.
- I will notify the Montgomery County Ohio College Promise Program office if I must terminate my mentor position for any reason.

Mentor's Name (please print)

Mentor's Signature

Date

Montgomery County Ohio College Promise Program

Volunteer Mentor Application

Identifying Information

Name _____
 First Middle Last

Gender _____ Male _____ Female

Home Address _____

Home Phone _____ Cell Phone _____

Employer _____

Work Address _____

Work Phone _____

Email Address _____

Emergency Contact Name _____

Emergency Contact Phone Numbers _____

Background Information

Ethnic Group

_____ American Indian/Alaskan Native _____ Asian/Pacific Islander

_____ Black _____ Hispanic _____ White

_____ Other Please Specify _____

Age Category (Please Check One)

_____ 21-30 _____ 31-45 _____ 46-60 _____ 61 and over

Are you married? _____

Do you have children? _____

If yes, Sons _____ Daughters _____
 List Ages List Ages

Career/Education Information

Current Job Title _____

Previous Jobs _____

Highest Educational Degree

_____ High School Graduate
_____ Some College Courses
_____ College Graduate
_____ Other

College Degree or Major _____

List any clubs or organizations of which you are presently a member _____

Mentor Information

I am interested in becoming a mentor in the Montgomery County Ohio College Promise Program because (check all that apply)

_____ Someone mentored me as a child or adult and it is my turn to give back what received
_____ I think I'd be a positive role model
_____ I like children
_____ I have the time to give
_____ I overcame difficulties growing up and would like to help someone else
_____ I think I have the personality and ability to be a good mentor
_____ I am interested in a long term relationship with a child
_____ I believe in the value of mentoring

How comfortable would you be in counseling your mentee regarding his or her poor use of judgment?

_____ Very comfortable
_____ Somewhat comfortable
_____ Not comfortable

How comfortable would you be in counseling your mentee regarding drug or alcohol use?

_____ Very comfortable
_____ Somewhat comfortable
_____ Not comfortable

Please indicate how comfortable you would be talking to your mentee about the following subjects:

	Very Comfortable	Somewhat Comfortable	Not Comfortable
Being responsible	_____	_____	_____
Goal setting	_____	_____	_____
Time management	_____	_____	_____
College planning	_____	_____	_____
Career planning	_____	_____	_____
Hobbies/interests	_____	_____	_____
Personal problems	_____	_____	_____

What experience or training do you have working with children?

_____ None
_____ A little (please specify) _____
_____ A lot (please Specify) _____

Please indicate how comfortable you would be in handling the following potential problems:

VC= very comfortable SC = somewhat comfortable NC = not comfortable

_____ Your mentee does not show up for your scheduled meetings at school
_____ Your mentee seems unresponsive to your attempts to build a relationship
_____ Your mentee shares very sensitive thoughts or information with you

In which school communities would you be willing to serve as a mentor? (Check all that would apply)

_____ All Montgomery County School Communities
_____ Brookville _____ Centerville _____ Dayton _____ Huber Heights
_____ Jefferson _____ Kettering _____ Mad River _____ Miamisburg
_____ New Lebanon _____ Northmont _____ Northridge _____ Oakwood
_____ Trotwood-Madison _____ Valley View _____ Vandalia-Butler
_____ West Carrollton

Have you ever been arrested for, charged with, convicted of, or plead guilty or no contest to any criminal offense including felonies or misdemeanors (other than minor traffic violations)?

_____ No _____ Yes If yes, please explain _____

Is there anything else you would like us to know about you? _____

References

Please list 3 references. Include at least one family member, one personal friend and, if applicable, one work reference.

Name _____

Address _____

Home Phone # _____ Cell Phone # _____

Email Address _____

Relationship _____

=====

Name _____

Address _____

Home Phone # _____ Cell Phone # _____

Email Address _____

Relationship _____

=====

Name _____

Address _____

Home Phone # _____ Cell Phone # _____

Email Address _____

Relationship _____

=====

As a Montgomery County Ohio College Promise Program Mentor I understand that I am offering my mentoring services to the Montgomery County Ohio College Promise Program without compensation and without any rights to health benefits in case of injury. I hereby give my permission for the Montgomery County Ohio College Promise Program to perform a criminal background check so that I may be eligible to become a mentor and work in school buildings with my mentee. I give permission for the Montgomery County Ohio College Promise Program to release my application and criminal background check information as requested to the school buildings/districts that I might be assigned to.

I declare that all of the statements made in this application are true, complete and correct to the best of my knowledge.

Signature

Date

Completed applications should be mailed to:

Montgomery County Ohio College Promise Program
40 N. Main Street, Suite. 500
Dayton, OH 45423
Phone 937-225-9922

12/20/2010