



## Aledo ISD CONNECTIONS Mentoring Program

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Dear Potential Mentor,

We are excited that you are interested in our mentoring program! Every member of the community can contribute to the well being of a child. Becoming a mentor is a great way to help out while enriching your own life and all it takes is one hour a week. To help you learn more about the program, enclosed is information that will hopefully answer most of your questions.

*Connections Mentoring Program* provides all of the necessary free training for an individual to qualify as a mentor. Following the application, interview and criminal background check, we match an adult with a child and place them in the mentoring program.

Please complete the enclosed application and return it to me at:

*Connections Mentoring Program*

Aledo ISD – Scott Kessel

1008 Bailey Ranch Road

Aledo, Texas 76008

Thank you for considering this very important program and for making a difference in a child's life. Do not hesitate to call me at 817-441-5161 if you have any questions or concerns.

Sincerely,

Scott Kessel

*Connections Mentoring Program Coordinator*

*The future is not some place we are going, but one we are creating - John Scharr*



## Aledo ISD CONNECTIONS Mentoring Program Mentor Guidelines

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The *Connections Mentoring Program* of Aledo ISD helps to empower youth in our community to make positive life choices that enable them to maximize their potential. The mentoring program uses adult volunteers to commit to supporting, guiding, and being a friend to a young person for a period of at least one year. By becoming part of the social network of adults and community members who care about the youth, the mentor can help youth develop and reach positive academic, career, and personal goals.

### **Mentor Role**

- Take the lead in supporting a young person through an ongoing, one-to-one relationship
- Serve as a positive role model and friend
- Build the relationship by planning and participating in activities together
- Strive for mutual respect
- Build self-esteem and motivation
- Help set goals and work toward accomplishing them

### **Time Commitment**

- Make a one-year commitment
- Spend a minimum of one hour per week one-to-one with a mentee
- Attend an initial training session
- Attend optional mentor/mentee group events, mentor support groups and program recognition events

### **Participation Requirements**

- Be at least 21 years old
- Be interested in working with young people
- Be willing to adhere to all program policies and procedures
- Be willing to complete the application and screening process
- Be dependable and consistent in meeting the time commitments
- Attend mentor training sessions as prescribed

### **Desirable Qualities**

- Willing listener
- Encouraging and supportive
- Patient and flexible
- Tolerant and respectful of individual differences

### **Benefits**

- Personal fulfillment through contribution to community and individual
- Satisfaction in helping someone mature, progress, and achieve goals
- Training sessions and group activities
- Participation in a mentor support group
- Mileage and expenses are tax deductible
- Personal ongoing support, supervision to help the match succeed

### **Application and Screening Process**

- Written application
- Criminal history check
- Attend mentor training

For more information, contact Scott Kessel at 817.441.5161 or by email at [skessel@aledoisd.org](mailto:skessel@aledoisd.org).



**Aledo ISD CONNECTIONS Mentoring Program  
Mentor Application Form**

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Name \_\_\_\_\_

Address \_\_\_\_\_

City/State \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

Email Address \_\_\_\_\_

Present Occupation \_\_\_\_\_

Employer \_\_\_\_\_ Phone \_\_\_\_\_

Please list past work or volunteer experience, especially any mentoring, teaching, tutoring or any other related work you've done with youth.

\_\_\_\_\_  
\_\_\_\_\_

Please list any special skills, hobbies or interests that you would be willing to share with youth:

\_\_\_\_\_  
\_\_\_\_\_

Please give three references other than a relative who can recommend you and/or your work:

<u><b>Name</b></u>	<u><b>Address</b></u>	<u><b>Phone</b></u>
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How often are you willing to volunteer as a mentor?

\_\_\_\_\_

Preferable days \_\_\_\_\_ Preferable times \_\_\_\_\_

I certify that the information contained in this application is true. I also understand that *Connections Mentoring Program* is required to run a background check on all volunteers who work with youth. The *Connections Mentoring Program* has my permission to do a background check and to verify all statements in this application.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



**Aledo ISD CONNECTIONS Mentoring Program  
Mentor Interest Inventory**

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Name \_\_\_\_\_

Birthdate \_\_\_\_\_

Occupation \_\_\_\_\_

Hobbies \_\_\_\_\_

Favorite food \_\_\_\_\_

Favorite movie \_\_\_\_\_

Favorite place to visit \_\_\_\_\_

Favorite kind of music \_\_\_\_\_

Favorite music group \_\_\_\_\_

What are some activities you feel would be fun for you and your mentee?

\_\_\_\_\_  
\_\_\_\_\_

Do you have any concerns about having a mentee? If so, what?

\_\_\_\_\_  
\_\_\_\_\_

What do you feel is the most important thing your mentee should know about you?

\_\_\_\_\_  
\_\_\_\_\_

**Please return this inventory with your mentor packet. This interest inventory gives your mentee the opportunity to get to know you before your first meeting. Thank you for your cooperation.**



## Aledo ISD CONNECTIONS Mentoring Program Standards of Conduct for Mentors

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### **Characteristics of Mentors**

- Honest and respectful
- Patient with students
- Flexible to student needs and schedules
- Prompt, dependable and regular in attendance
- Friendly to teachers and children
- Supportive of administrators and school staff
- Discreet, sincere and dedicated
- Respectful of youth and mindful of confidentiality

### **Responsibilities**

- Sign in and out properly at each school visit
- Wear Aledo ISD identification at school
- Keep all student information confidential, unless abuse or neglect is suspected: in that case, report concerns to the Program Coordinator, Scott Kessel at 817.441.5161
- Telephone the school secretary to notify the student if you will be absent

### **Connections Guidelines**

- All activities are school based. Activities are to occur on school grounds during the regular day
- Volunteers may not transport students
- Volunteers avoid all physical contact with students in the “strike zone” and interact with students in areas with others present. Limit physical contact to accepted gestures of greeting, guidance and praise, such as handshakes, high five’s or side hugs given only after student permission

### **Connection Mentors**

- Avoid giving gifts or lending money to students
- Support teachers and their ideas
- Treat teachers, students and parents with respect
- Realize you are a school visitor whose purpose is to give support to students
- Do not make negative comments to others about the children or teachers
- Exhibit behavior supportive of all ethnic/racial groups

The *Connections Mentoring Program* vision is to connect young people with caring adult volunteers at schools to promote success, encourage healthy behaviors and build stronger communities.

I have read the above and agree to follow these standards and guidelines for *Connections Mentoring Program*.

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Signature

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Date

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Printed Name

Aledo ISD is contracting with a new company, JD Palantine, to provide an online volunteer application and background check for anyone wishing to volunteer in AISD schools. More than 2,000 applicants were approved in 2014-2015 school year. This new online application is quick and easy and will help us continue to ensure the safety of our students.

At Aledo ISD, we value the support and assistance we receive from our dedicated school volunteers. Our safety and background check requirements are not intended to hinder volunteers from helping Aledo ISD, but rather to reassure parents and staff that Aledo ISD has been diligent in screening volunteers for work with or around students. **The status of your volunteer application does not affect your ability as a parent to visit the campus for lunch or special events using the existing Raptor sign-in process.**

We encourage everyone who wants to volunteer for AISD in any capacity whatsoever, to apply online and have a background check completed. This way, you'll be ready to go should the situation arise where you want to volunteer.

Approved volunteers not only consent to the criminal background check, but they also consent to having their contact information shared with AISD Principals so the applicant can be contacted to volunteer.

**Click on the volunteer background check link below. <https://aledoisd.quickapp.pro/>  
The online form will ask for your name, address, birthdate, social security number and email address as well as any maiden or other names you have used in the past. You'll have a series of permission forms you'll need to read and sign by clicking the box at the bottom of each screen, agreeing to the national background check. Once you have completed and submitted the form, we will process your background check as quickly as possible.**

**Once approved, you'll be added to the 2015-2016 AISD List of Approved Volunteers shared with our campuses. If for some reason you are denied or there is an issue found during your background check, you will receive a confidential notification from a District Representative. A problem found during a background check may or may not be applicable to you. This notification will guide you through steps to resolve the application issues and/or you'll have the option to withdraw your application altogether.**

We appreciate and value your volunteer service to Aledo ISD. During the first few weeks of school, please allow up to a two week processing time. In reality, the processing rate will likely be much quicker during non-peak times. Don't wait and get caught missing out on volunteer opportunities. Sign up and begin volunteering now!

Thank you for helping to keep our Bearcats safe!