

MENTORING PROGRAM OUTLINE

This outline should be written by the Advisory Group, including the program coordinator(s). Its purpose is to outline the program.

Mission:

This section should be written by the Advisory Group and should explain the purpose of the mentoring program. What is it trying to accomplish?

Philosophy:

What does the organization believe about youth and the organization's role in youth development and/or mentoring?

Goals/Purpose:

This is the area where you give an overview of the program. Ideas include

- One-on-one mentoring;
- Group activities;
- Training and development; and
- Awards and recognition.

Objective:

Set specific goals for a period of time (a year, for example):

- How many mentor/mentee pairs in your program?
- How often will they meet? Talk on the phone? E-mail?
- Will you have group activities? If so, how often (monthly, quarterly, etc.)?
- What type of training and orientation will you have?
- How often will you have recognition/awards for your program participants?
- What other special components do you have set for your program?

Program Guidelines:

- How often will the pairs meet? How long will each meeting be?
- How long will the relationship last?
- Where will the meetings take place?

Contact Information:

- Who is the program coordinator?
- How do mentors and mentees sign up?

Describe the benefits of the program for the participants. State what will be accomplished through the program.

MENTORING PROGRAM WORKSHEET

Mission:

Philosophy:

Goals/Purpose:

Objective:

Program Guidelines:

Benefits:

Contact Information:
