



Mountaineer Challenge Academy

MENTOR APPLICATION GUIDELINES

Congratulations! You can be a positive role model for a WV teen. If you are in a position to help a young person's future, please read the attached information and complete the enclosed **Mentor Application**. Return the forms as soon as possible.

A. Use this checklist to determine your eligibility to serve as a volunteer **Mentor**:

- 1. Must be the same gender as the Cadet (example: male Mentor for male Cadet)
- 2. Must 25 years old, or older
- 3. Not an immediate family member of the Cadet (parent, step parent, sibling)
- 4. Do not reside in the same household as the Cadet
- 5. Reside near the Cadet for regular contact and visits

B. Use this checklist to understand the general expectations of a volunteer **Mentor**:

- 1. Builds an appropriate relationship with the Cadet
- 2. Provides a caring adult role model; not to replace the parents
- 3. Leads by example with a positive attitude and strong work ethic
- 4. Explores opportunities to support successful completion of Cadet's PRAP
- 5. Maintains contact with the Cadet and the Academy for 12 months after graduation
- 6. Provides monthly Mentor Reports to the Academy during the Post Resident Phase

C. Academy staff will contact you to continue the **Mentor Application Process**, which includes:

- 1. Submit the Mentor Application Forms (attached)
- 2. Attend on-site training with your Cadet
- 3. Complete a personal interview with MCA Staff
- 4. Consent to a background check

D. A **Mentor** is *required* for each Cadet. Visit www.wvchallenge.org and click on MENTORS to learn more about this unique part of the Program and download a Mentor Application, if needed.

E. Submit the **Mentor Application Forms** by mail or FAX 304.329.2429

Mountaineer Challenge Academy
PO Box 586
Kingwood, WV 26537

The information provided on the application and forms required by the Mountaineer Challenge Academy must be accurate and truthful. If pertinent information is withheld OR false information is provided regarding the applicant, the applicant would no longer be considered for a volunteer position OR could be terminated from the position upon discovery of such information. This program is voluntary and deals with discipline, honor and confidence. The Mentor Program is to support the gains made by Cadets.



Mountaineer Challenge Academy

A NOTE ABOUT MENTORING

Congratulations!

To have a teenager consider you as their Mentor is a great compliment. A Mentor is a role model, someone they trust, someone they admire, and someone they want involved in their life. Your time and attention are priceless.

The Mentoring component of the National Guard Youth Challenge Program makes a Challenge Education unique. Every Cadet is **required** to have at least one Mentor. Mentors promote self-esteem, support positive decisions and introduce new possibilities in accordance with the Programs Core Components and Post Residential Action Plan (PRAP).

Cadets will live at the Academy for just 22 short weeks. A quality Mentor will support them during that time and will help them adjust to a new life filled with new opportunities after graduation. Your Mentor Application needs to be submitted by Opening Day of their class. A **Mentor Application is required** for a complete Cadet Application.

When you agree to be a Mentor, you are making a commitment to a young person who has made the choice to change their life. You are an important part of this positive change! They need you to be consistent and supportive during the formal mentoring relationship: two months in the Residential Phase and twelve months in the Post Residential Phase, a total of fourteen months. Beginning in Week 14, your Cadet will be writing you letters. Communication is the best way to strengthen your relationship. As a Mentor, the Academy expects you to write OR email your Cadet weekly while they are enrolled at MCA.

During the Residential Phase, you will complete the required Mentor Training. Expectations will be reviewed and discussed:

1. Building and maintaining relationship with the Cadet.
2. Communicating through letters and email during the Residential Phase.
3. Maintaining contact during Post Residential:
four contacts OR four hours OR a combination of both each month.
4. Submitting Monthly Reports during Post Residential.

Part of the training includes a visit with your Cadet and time to review the PRAP. The Mentor and Cadet will review the PRAP on a monthly basis after graduation and revise it, if needed. When the PRAP changes, include the information in your monthly report to Program Staff.

The Post Residential Phase of Challenge is where and how the success of the Program is measured. As a Mentor, you are a vital link in both the Cadet's success and the Program's success. Thank you for considering this worthwhile service to the next generation. Someone believes in you and believes you will make an excellent Mentor. Don't let them down. I encourage you to maintain contact with our RPM Staff throughout your time as a Mentor. If you have any questions about Mentoring a Cadet at the Mountaineer Challenge Academy, please contact the RPM Coordinator, Trevor Pack, at 304-791-7905.

Kathy Lynn Tasker
Director



Mountaineer Challenge Academy

MENTOR APPLICATION (Page 1 of 2)

Interview Date:	Mentor Name _____				
	First Name	Middle Name	Maiden Name	Last Name	Jr/Sr
	Gender		Highest Education completed?		
	Ethnicity				
	Marital Status				
	Date of Birth				
	Social Security #				
	Occupation		Employed Since		
	Name of Business		Name of Supervisor		
	Employment Status (circle one)		Business Address		
	<small>Retired Deployed FullTime PartTime</small> <small>Temporary Unemployed Volunteer</small>				
	Business Phone				
	Home Phone		Best method to contact you?		
	Cell Phone		Best time to contact you?		
	Work Phone		Permission to call at work? YES NO		
	Email Address				
	Mailing Address		Physical Address		
	County				
	Do you have a valid driver's license?		YES NO		
	State License #				
	N2K	Do you have auto insurance?		YES NO	
How many times have you moved in the last 5 years?					
Have you ever been a victim of a crime?		YES NO			
Explain					
T2DO	Have you ever been convicted of a crime or pled "NO CONTEST"?		YES NO		
	Explain				
T2DO	List of community affiliations (clubs, organizations, religion, National Guard, etc.)				
	List interests, hobbies, activities you enjoy				
	List past experiences with youth				

Possible Match:



Mountaineer Challenge Academy

MENTOR APPLICATION (Page 2 of 2)

If you know the Cadet:

Class # _____ Cadet's Name _____

In what capacity do you know this Cadet? _____

Approximately how far do you live from this Cadet? _____

Complete information: Full mailing address and phone numbers are required.

Have you previously served as an Academy Mentor? YES NO

List two personal references for yourself (cannot be related to your or the Cadet)

- A. Identify an employer, past or present.
- B. Identify a friend you have known at least ten (10) years.
- C. If you have been in therapy or treatment, please identify them as a reference.

Name	Relationship to Cadet
Address	Home Phone
	Work Phone
	Cell Phone
	Email

Name	Relationship to Cadet
Address	Home Phone
	Work Phone
	Cell Phone
	Email

* All Mentors are required to attend a Mentor Training session. When this application is received, details will be sent to you.

* All persons working for the Academy, paid or volunteer, must consent to a Criminal Background Check. When this application is received, instructions will be sent to you.

* All Mentors are to spend a minimum of four (4) hours per month with their Cadet.

* All Monthly Reports are due to the RPM Assistant by the 1st of each calendar month.

Date _____

Signature _____



Mountaineer Challenge Academy

**MENTOR RELEASE OF LIABILITY AND
AUTHORIZATION TO RELEASE INFORMATION**

I understand and agree that I will be the adult – the Mentor – spending time with my matched Cadet – the Mentee. I must exercise care in supervising my Mentee while we are together. I am responsible for choosing and conducting activities with my Cadet.

I am not an agent of the Mountaineer Challenge Academy. The Mountaineer Challenge Academy does not retain any power to control the Mentor-Mentee activities. I understand that all activities must be conducted in the State of West Virginia. I agree that the Mountaineer Challenge Academy is not liable for causes of actions relating to the mentoring agreement including, but not limited to, personal injury caused by my negligence.

I release the Mountaineer Challenge Academy from any and all liability or claims I might incur while participating in the activities of the mentoring agreement.

I hereby authorize the Mountaineer Challenge Academy, along with the law enforcement departments, to conduct whatever background search that may be deemed appropriate.

This information is necessary to assist in determining my qualifications and suitability for the position I am seeking with the Mountaineer Challenge Academy.

I fully understand that the information collected may be of a sensitive, confidential, and privileged nature, and may reflect upon my suitability. I hereby release the Mountaineer Challenge Academy and its agents from the liability and damage that may result from the exchange of requested information between law enforcement departments and the Mountaineer Challenge Academy.

I consent under applicable State and Federal Laws to the release of information concerning my participation in the Mountaineer Challenge Academy to include, but is not limited to, photographs, news releases and interviews with the Media.

I am willing to serve as a Mentor for the Mountaineer Challenge Academy. I understand that my signature will serve as my consent for release of information pertaining to my suitability as a Mentor.

The information provided in this application is true and accurate to the best of my knowledge.

Date

Signature



Mountaineer Challenge Academy

POSITION DESCRIPTION - MENTOR

SUMMARY

A Mentor serves as a positive role model and trusted advocate for a Cadet during the 12 months following their successful completion of the Academy.

RELATIONSHIPS

Trained by the Post-Residential Coordinator to successfully complete the Program's mission and to maintain accountability.

Work with the Cadet in the development and execution of their Post-Residential Action Plan (P-RAP).

Communicate with the RPM Assistant on a regular monthly basis.

RESPONSIBILITIES

Complete the application process, attend training at the Academy, and submit screening materials for background checks promptly.

Willing to serve as a role model in life skills, work ethic and attitude.

Commit to the Mentor relationship for fourteen (14) months.

Observe all Program policies and guidelines for Mentors.

Plan, schedule, and share occasional fun and informal activities together.

Help the Cadet identify and access community resources as needed.

Maintain consistent contact with the Cadet by phone, mail or in person; minimum monthly contact of four (4) hours per month.

Assist the Cadet with the development, revision, and implementation of their Post-Residential Action Plan (P-RAP).

Report changes and revisions to P-RAP.

Report to the RPM Staff promptly any problems or needs resulting in the relationship or in the Post-Residential Action Plan.

Communicate at least monthly by phone, social media (Facebook/Mentor Place), mail or e-mail with RPM Staff.

Date

Signature of Mentor