



MENTOR APPLICATION

Personal Information

Name: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Home phone: _____ Work phone: _____ Cell phone: _____

Email address: _____

Date of Birth ____/____/____

Gender: Male Female

Please list all members of your current household:

Name	Sex	Age	Relationship to Applicant

Education

Please list all schools and degrees. If you are currently in school, please list that school first. If you need extra space, please continue on the back.

School	Focus	Degree (if any)	Dates of Attendance

Employment History

Please provide your last three employers, with your current or most recent position first.

Employer: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Supervisor: _____ Phone number: _____

Email address: _____

Dates of Employment: _____ to _____ (mo/year)

Position Held: _____

Employer: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Supervisor: _____ Phone number: _____

Email address: _____

Dates of Employment: _____ to _____ (mo/year)

Position Held: _____

Employer: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Supervisor: _____ Phone number: _____

Email address: _____

Dates of Employment: _____ to _____ (mo/year)

Position Held: _____

Application Questions

Please answer the following questions as completely as possible. If more space is needed, use an extra sheet of paper or write on the back of this page.

1. How long can you commit to participate in Mentoring Today from the date of this application?
2. Are you available to meet with your mentee consistently for three hours per week?
3. Are you willing and able to travel to different parts of the city to meet with your mentee in the community, including our center?
4. Do you have any previous experience volunteering and/or working with youth? If so, please specify.
5. Give five adjectives to describe yourself.
6. Give five adjectives of how others would describe you.
7. Have you ever been arrested or convicted of a crime? If so, what were the circumstances?
8. Are you currently using any illegal drugs or controlled substances?

9. Have you ever been convicted of a DUI (driving under the influence) or a DWI (driving while intoxicated)? If yes, when?
10. Have you ever received treatment for alcohol or substance abuse? If yes, please explain.
11. Have you ever been treated or hospitalized for a serious mental disability? If yes, please explain.
12. Have you ever been investigated or convicted of child abuse or neglect? If yes, please explain.
13. Have you ever been investigated or convicted of sexual abuse? If yes, please explain.
14. Are you willing to communicate regularly and openly with program staff, fill out activity logs for each mentoring session, and receive feedback during your participation in the mentoring program?
15. Are you willing to attend two initial mentor training sessions and at least two ongoing training sessions throughout the year?
16. Though we will offer training and curriculum support to all mentors, we would like to get a sense of what you believe a mentoring relationship is about and how you might develop one. What activities and conversations might you engage in during your first hour-long mentoring session with your mentee?

17. What experiences, skills, or personality traits do you have that you feel would make you a good mentor?

18. What issues or concerns do you have about mentoring, if any?

19. Are there any qualities that a child might have that would make you not want to mentor that child? If so, what?

20. Is there anything else you want to tell us about yourself?

21. How did you hear about Mentoring Today?

22. Do you have any other concerns, questions or comments?

Please read this carefully before signing:

Mentoring Today very much appreciates your interest in becoming a mentor. We also care deeply about our program participants and wish to make this the strongest program possible for them. With this in mind, please complete the following:

I agree to follow all Mentoring Today guidelines and understand that any violation may result in suspension and/or termination of the mentoring relationship.

I understand that I must return all of the following *completed* items and that any incomplete information may result in the delay of my application being processed:

- Mentor Application
- Volunteer Notice and Application Form
 - (We will send you a fingerprint card for you to return along with a copy of your ID.)
- Personal References Form

By signing below, I attest to the truthfulness of all information listed on this application and agree to all the above terms and conditions.

Signature

Date

Please return this application and the items listed above to:

Mentoring Today
2309 Martin Luther King Jr. Ave., SE
Washington, DC 20020

If you have any questions, please contact Whitney Louchheim at whitney@mentoringtoday.org or (202) 678-9003.

PERSONAL REFERENCES

Please list the names, addresses, and phone numbers of three people you would like to use as character references (only people you have known for at least a year). Any information Mentoring Today gathers from these references will be held as confidential and not released to the applicant or any other person.

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Alt. phone: _____

Relationship: _____ How long known: _____

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Alt. phone: _____

Relationship: _____ How long known: _____

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Alt. phone: _____

Relationship: _____ How long known: _____

VOLUNTEER NOTICE FOR PROSPECTIVE MENTORS PURSUANT TO THE PROTECT ACT

To the volunteer applicant:

On April 30, 2003, the Prosecutorial Remedies and Other Tools to end the Exploitation of Children Today Act of 2003 (PROTECT Act), Public Law 108-21, was signed into law. Section 108 of the PROTECT Act authorizes a fingerprint-based national criminal history background check to determine the fitness of a volunteer applying to an affiliate of MENTOR/National Mentoring Partnership, Boys & Girls Clubs of America, and the National Council of Youth Sports.

Pursuant to the PROTECT Act, the mentoring organization to which you have applied to serve as a volunteer may request an FBI fingerprint background check. This check will access criminal history record information held by the Federal Bureau of Investigation (FBI), and a determination will be rendered by the National Center for Missing and Exploited Children (NCMEC) as to your fitness to serve in that capacity. The determination rendered by NCMEC will be communicated to the mentoring organization through MENTOR. Prior to and after the completion of the background check, the mentoring organization may choose to deny you access to children participating in its program.

Consistent with the provisions of the PROTECT Act, NCMEC, Boys and Girls Clubs of America, MENTOR, and the National Council of Youth Sports, have established criteria that NCMEC will use in examining criminal histories and making fitness determinations. The four organizations have determined that six categories of "criterion offenses" will be examined:

- Any felony
- Any lesser crime in which sexual relations is an element (including pornography), including "victimless crimes"
- Any lesser crime involving cruelty to animals
- Any lesser crime involving controlled substances (including DUIs involving drugs)
- Any lesser crime involving force or threat of force against a person
- Any crime against a minor

The following three categories of fitness determinations will be assigned to volunteers to indicate the presence or absence of a criminal record for the criterion offenses. These fitness determinations will be communicated to the volunteer organization.

- **Meets the criteria:** The volunteer either has no criminal record in the FBI database, has a conviction for a crime other than a criterion offense, or was cleared of a criterion offense arrest.
- **May not meet the criteria:** Either the volunteer's criminal record is incomplete or may bear further examination. Specifically:
 - The volunteer was arrested for a criterion offense, but the criminal record does not contain the disposition of the arrest. Without the disposition, there is no way to know if the volunteer was convicted or cleared.
 - The volunteer was convicted of a criterion offense, but the conviction has been expunged or the individual has been pardoned.
 - The volunteer has been arrested and subsequently cleared of one or more crimes against a child.

Does not meet the criteria: The volunteer has been convicted of a criterion offense.

Of course, the fitness determination is only one part of an organization's volunteer screening process, and the absence of a criminal record does not ensure that a volunteer will be considered acceptable by the organization.

Under the PROTECT Act, to obtain an FBI criminal background check, you must provide the organization with:

1. A set of fingerprints;
2. Your name, address, and date of birth [as appears on an official government ID, such as a driver's license or passport];
3. A photocopy of the document described in Paragraph 2; and
4. A statement of whether you have a criminal record and, if so, the particulars of such record.

Once the criminal background check is complete, you are entitled to obtain a copy of any criminal history record and challenge the accuracy and completeness of the criminal history record information. Such challenge should be made by using the appeal form available from the pertinent volunteer organization. If you so choose, you may also use the same form to request that your full criminal history be sent to the volunteer organization for further discussion of the particulars of your criminal record.

By signing this application, you authorize:

1. The mentoring organization to obtain a complete set of your fingerprints and descriptive data and transmit them to the FBI via MENTOR;
2. The FBI to perform a criminal background check and provide NCMEC with the results of the check; and
3. NCMEC to examine the criminal history, make a fitness determination, and transmit the fitness determination to the appropriate mentoring program.

By signing this application, you indicate your understanding that:

1. The mentoring organization ultimately bears full responsibility for the screening of mentors and the placement of mentors in the most suitable roles. Neither MENTOR nor NCMEC is in any way liable for any screening decisions that the mentoring organizations makes about my status based on information obtained in the SafetyNET pilot program.
2. Based on criminal history record information held by the FBI, a determination will be rendered exclusively by NCMEC as to my fitness to serve as a mentor. MENTOR acts only as a conduit for the fitness determination from NCMEC to the mentoring organization.

