



## Standards for Network Membership

MentoringBR is a network uniting a broad range of local community organizations, faith-based organizations, businesses and civic leaders to promote, support and advocate youth mentoring. The Network's mission is to increase the number and impact of mentor relationships in Baton Rouge by growing organizational quality and capacity.

MentoringBR has established the following standards for its partners/members. These standards are built around six core practices: 1) Recruitment, 2) Screening, 3) Training, 4) Matching and Initiation, 5) Monitoring and Support, and 6) Closure. These standards cover the aspects of mentoring programs that directly support their mentoring relationships.

Organizations and entities wishing to join the MentoringBR network must submit in writing how they are meeting the following standards:

### **Recruitment**

- Program engages in recruitment strategies that realistically portray the benefits, practices, supports, and challenges of mentoring.
- Program utilizes recruitment strategies that build positive attitudes and emotions about mentoring.
- Program recruits mentors whose skills, motivations, and backgrounds best match the goals and structure of the program

### **Screening**

- Program has established criteria for accepting mentors into the program as well as criteria for disqualifying mentor applicants.
- Prospective mentors complete a written application that includes questions designed to help assess their safety and suitability for mentoring youth.
- Program conducts at least one face-to-face interview with each prospective mentor that includes questions designed to help the program assess his or her suitability for mentoring a youth.
- Program conducts a comprehensive criminal background check on prospective adult mentors, including searching a national criminal records database, along with sex offender and child abuse registries and, when relevant, driving records.

### **Training**

- Program provides pre-match training for mentors on the following topics:

- a. Program requirements (e.g., match length, match frequency, duration of visits, protocols for missing, being late to meetings, and match termination)
- b. Mentors' goals and expectations for the mentee, parent or guardian, and the mentoring relationship
- c. Mentors' obligations and appropriate roles
- d. Relationship development and maintenance
- e. Ethical and safety issues that may arise related to the mentoring relationship
- f. Effective closure of the mentoring relationship
- g. Sources of assistance available to support mentors
- h. Opportunities and challenges associated with mentoring specific populations of youth (e.g., children with an incarcerated parent, youth involved in the juvenile justice system, youth in foster care, high school dropouts), if relevant
- i. Initiating the mentoring relationship
- j. Developing an effective, positive relationship with mentee's family, if relevant

Program provides pre-match training for the mentor on the following risk management policies that are matched to the program model, setting, and population served:

- a. Appropriate physical contact
- b. Contact with mentoring program (e.g., who to contact, when to contact)
- c. Relationship monitoring requirements (e.g., response time, frequency, schedule)
- d. Approved activities
- e. Mandatory reporting requirements associated with suspected child abuse or neglect, and suicidality and homicidal events
- f. Confidentiality and anonymity
- g. Digital and social media use
- h. Overnight visits and out of town travel
- i. Money spent on mentee and mentoring activities
- j. Transportation
- k. Emergency and crisis situation procedures
- l. Health and medical care
- m. Discipline
- n. Substance use
- o. Firearms and weapons
- p. Inclusion of others in match meetings (e.g., siblings, mentee's friends)
- q. Photo and image use
- r. Evaluation and use of data
- s. Grievance procedures
- t. Other program relevant topics

## **Matching and Initiation**

Mentor, mentee, a program staff member, and, when relevant, the mentee's parent or guardian, meet in person to sign a commitment agreement consenting to the program's rules and requirements (e.g., frequency, intensity and duration of match meetings; roles of each person involved in the mentoring relationship; frequency of contact with program), and risk management policies.

### **Monitoring and Support**

Program should establish a system of monitoring the relationship over the course of the mentoring relationship

### **Closure**

Program has a procedure to manage anticipated closures, when members of the match are willing and able to engage in the closure process.

Program has a procedure to manage unanticipated closures, when members of the match are willing and able to engage in the closure process.

Program has a procedure to manage closure when one member of the match is unable or unwilling to engage in the closure process.

### **Insurance**

Program must maintain comprehensive, General Liability and Sexual Misconduct insurance from a highly rated carrier, each with a minimum policy limit of \$1 million per occurrence/\$3 million aggregate.

The Network organizations agree MentoringBR must be named as an additional insured with primary coverage under the general liability and sexual misconduct policy, and the certificate of insurance and declarations page must be filed with MentoringBR annually. Network Organizations will have a third party review the sufficiency of coverage amounts every two years to reflect their size, location, and range of services.