

THE YOUTH HAVEN NETWORK

PEER TO PEER MENTORSHIP HANDBOOK



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1. Introduction

About Youth Haven Network

The Youth Haven Network is a non-profit organization committed to supporting underserved and marginalized youth and those facing unique challenges which includes conflict with the law, substance misuse, lack of clear goals, poverty etc. Our mission is to empower this youths through extensive peer mentorship and skill-building programs. We offer a variety of programs that are accessible through virtual platforms.

Purpose of Peer-to-Peer Mentorship

The Peer-to-Peer Mentorship program aims to provide young people with opportunities for personal and professional growth by connecting them with peers who have faced similar challenges. The goal is to foster a supportive, non-judgmental environment where mentees can develop skills, build resilience, and gain confidence.

Through weekly check-ins (1.5 hours), mentors and mentees will engage in meaningful conversations, set personal goals, and track progress in both virtual and in-person formats. Using tools like the **Jane App** for scheduling, reminders, and virtual meetings, the program ensures consistent engagement and follow-through.

Target Audience

This program is tailored for youth between the ages of 16 and 29 who are looking for guidance in the following areas:

- Personal growth and self-improvement
- Academic challenges and skill-building
- Career exploration and job readiness
- Social-emotional skills development

Mission and Goals of the Program

1. **Create a Safe and Supportive Environment:** Foster a space where youth can freely share their experiences and grow.
2. **Promote Self-Sufficiency and Leadership:** Encourage mentees to develop essential life skills and leadership qualities.
3. **Facilitate Positive Outcomes:** Aim for improvements in mental health, academic success, and career readiness among participants.
4. **Align Services with Core Values:** Provide passionate support, innovative approaches, empowerment, and sustainable programs.
5. **Establish a Non-Judgmental Space:** Cultivate an environment where youth feel comfortable connecting and sharing without fear of judgment.
6. **Implement a Structured Timeline:** Guide mentees through a clear timeline of changes in their lives, following strong guidelines and models for improvement.
7. **Monitor Progress Holistically:** Use an analytical framework to track progress, integrating community involvement, financial literacy, health, exercise, and volunteering into the mentorship experience.



2. Peer Mentorship Overview

Definition of Peer Mentorship Peer mentorship is a relationship in which individuals of similar age or life experiences provide support and guidance to each other. It emphasizes shared learning and mutual growth rather than a one-sided exchange.

Benefits of Peer Mentorship

- Builds a sense of belonging and community.
- Fosters leadership and communication skills.
- Enhances personal growth and self-awareness.
- Promotes emotional well-being through shared experiences.

Role of a Mentor

- **Mentor:** A guide who offers the mentee support, encouragement, and practical advice. Mentors are not expected to have all the answers but should provide a listening ear and share relevant personal experiences. A mentor is a :

- **Friend and Companion:** A peer mentor offers emotional support and a listening ear. They help mentees feel understood and less isolated.

- **Guide and Coach:** Peer mentors provide guidance, sharing what they have learned from their own experiences to help mentees navigate similar challenges.

- **Role Model:** A mentor demonstrates positive behaviors and decision-making, serving as an example for their mentee.

- **Resource Connector:** Mentors help connect mentees with additional resources such as educational programs, mental health services, or employment opportunities.

Key Resources for Peer Mentors in Canada

Canada offers a range of resources that can assist peer mentors in providing effective support to their mentees. These resources include training programs, guides, and organizations dedicated to youth development and mentorship:

- 1. Mentor Canada:**

- Website: mentoringcanada.ca

- Mentor Canada provides a variety of resources, including guides, tools, and research on mentorship. They offer training and best practices to help mentors enhance their skills and better serve their mentees.

- 2. Big Brothers Big Sisters of Canada:**

- Website: bigbrothersbigsisters.ca

- One of Canada's largest youth mentoring organizations, Big Brothers Big Sisters offers resources and support for both mentors and mentees. They also provide extensive training for mentors to develop strong, supportive relationships.

- 3. Canadian Mental Health Association (CMHA):**

- Website: cmha.ca

- CMHA offers mental health resources that can assist mentors in supporting their mentees' emotional and mental well-being. CMHA also provides training on mental health literacy and self-care.

- 4. The Mentoring Partnership of Southwestern PA:**

- Website: mentoringpittsburgh.org

- Although based in the U.S., this partnership offers valuable tools and resources for Canadian mentors looking to improve their peer mentoring strategies.

- 5. Youth Employment Services (YES):**

- Website: yes.on.ca

- YES provides resources for youth, including career mentoring, skill development programs, and employment opportunities. Mentors can refer their mentees to YES for support in career and educational planning if support is not currently available.

- 6. Kids Help Phone:**

- Website: kidshelpphone.ca
- Kids Help Phone is a national helpline for youth in crisis or distress. Mentors can direct their mentees to this service for immediate support or mental health counseling.

7. Government of Canada Youth Employment and Skills Strategy (YESS):

- Website: canada.ca
- YESS provides resources and funding opportunities to help youth gain employment and skills development. Mentors can assist mentees in accessing these programs.

➤ **Who is a Mentee?**

- **Mentee:** A participant who seeks guidance and is open to learning and growing. Mentees are responsible for setting their personal goals and being active in their development process.

Mentees should communicate openly about their experiences and actively participate in the mentoring process. They need to advocate for their own needs, reflect on their emotions, and commit to personal growth. **Trust building is essential, along with respecting boundaries and being willing to learn.** Understanding how trauma impacts behavior is crucial, as is being open to feedback. Lastly, prioritizing emotional safety and communicating pacing needs are important for a supportive mentoring experience.

3. Program Structure

Mentorship Program Framework

The mentorship program is structured to run in a minimum of 6-month cycles, with regular check-ins, goal-setting sessions, and activities aimed at building strong mentor-mentee relationships.

Eligibility Criteria for Mentors and Mentees

- **Mentors:** Must be aged 18-35, demonstrate empathy and leadership skills, and have faced challenges similar to those of the mentees.
- **Mentees:** Youth aged 16-29 facing socio-economic, academic, or personal challenges.

Duration and Commitment

Mentors and mentees are expected to meet weekly for at least 1 hour over six months to 12 months, with the possibility of extending the relationship beyond that period.

Mentorship Program Formats

Virtual Mentorship

Virtual mentorship allows mentors and mentees to meet online using platforms such as **Zoom**, **Microsoft Teams**, or **Google Meet**. This format is particularly useful for those who may not have easy access to in-person meetings or prefer the flexibility of online interactions.

- **Tools Used:**
 - **Jane App:** For scheduling, tracking, and meeting reminders.
 - **Zoom / Microsoft Teams:** For video calls and screen sharing.

Virtual meetings ensure that mentees can engage in mentorship regardless of location, and mentors can offer their support from a distance.

In-Person Mentorship

In-person meetings enable mentors and mentees to engage face-to-face, which can strengthen the mentorship relationship. These meetings are typically held in safe, public venues (libraries, cafes, community centers), where both parties feel comfortable and supported.

- **Location Examples:**
 - Local coffee shops or libraries
 - Community centers or workspaces
 - Outdoor spaces, if appropriate

In-person meetings often create stronger personal connections and foster more interactive conversations.

4. Responsibilities and Expectations

Mentor's Responsibilities

- Offer emotional and practical support to mentees.
- Set a positive example by being reliable and consistent.
- Facilitate goal-setting and personal development discussions.
- Maintain confidentiality and respect boundaries.

Mentee's Responsibilities

- Be open to guidance and feedback.
- Actively participate in the mentorship relationship.

- Respect the time and boundaries of the mentor.
- Set personal and professional goals for growth.



Code of Conduct and Ethics

- Both parties must treat each other with respect and kindness.
- Discrimination or harassment of any kind will not be tolerated.
- Confidentiality must be upheld in all matters discussed.

5. Mentorship Process

Initial Meetings and Relationship Building

The first meeting is crucial for establishing trust and setting the tone for the relationship. Both the mentor and mentee should discuss their expectations, share personal stories, and start building rapport.

Setting SMART Goals

Mentors will assist mentees in setting SMART goals (**Specific, Measurable, Achievable, Relevant, Time-bound**) to ensure focus and structure in their development.

Developing a Mentorship Plan

Together, the mentor and mentee will create a mentorship plan outlining the goals, timelines, and key activities they aim to achieve over the program's duration. This plan can also include the current support network that can contribute to the mentee's plan or progress.

6. Support and Resources

Available Resources for Mentors and Mentees

- Access to online toolkits and guides on mentorship strategies.
- Regular training sessions for mentors on topics like active listening and goal-setting.
- Case management support for mentees in need of additional resources (e.g., housing, legal aid).

Educational resources

- **Coursera / edX:** Online courses in a range of subjects, from business to soft skills.
- **Khan Academy:** Free educational resources for academic support.
- **LinkedIn Learning:** Courses on professional skills, including leadership, communication, and career development.
- **Books & Articles:** Access to self-help, personal development, and academic materials.
 - *"Atomic Habits"* by James Clear (Personal Development)
 - *"Grit: The Power of Passion and Perseverance"* by Angela Duckworth (Mindset and Resilience)
 - *"The Lean Startup"* by Eric Ries (Career and Business Development)

Career Resources

- **Indeed / Glassdoor / LinkedIn:** Job search and career exploration tools.
- **Canva:** Free design tools for resumes, cover letters, and portfolios.
- **Myers-Briggs Type Indicator (MBTI):** Personality tests to help mentees understand their strengths and preferred working styles.
- **The Muse:** Articles and resources for job seekers, including interview prep and company reviews.
- **Jobscan:** Resume optimization tool that helps align resumes to job descriptions.

Personal Development

- **Headspace / Calm:** Meditation apps that support mental health and mindfulness.
- **MindTools:** A resource for building career skills, including time management, leadership, and communication.
- **TED Talks:** Inspirational and educational talks on a variety of personal and professional topics.

Communication Guidelines

- Use clear, respectful, and open communication at all times.
- Set expectations for frequency and mode of communication (in-person, virtual, etc.).
- Be mindful of each other's time and availability.

Conflict Resolution Strategies

If conflicts arise, both parties are encouraged to address issues calmly and respectfully. The Youth Haven Network staff is available to mediate and offer support if needed.

Confidentiality and Privacy

Confidentiality Agreement

Confidentiality is vital in any mentorship relationship. Both mentors and mentees are expected to:

- Keep personal, academic, or professional information shared during the mentorship sessions confidential.
- Never disclose information to anyone outside of the relationship without explicit consent, except in cases where safety or well-being is at risk.
- Maintain privacy on social media and other public platforms, ensuring that no personal or sensitive information is shared without permission.

A breach of confidentiality can result in immediate removal from the program.

7. Cultural Sensitivity and Trauma-Informed Approaches

Understanding Cultural Differences

Understanding cultural differences is essential for mentors, who must recognize and respect the diverse backgrounds of their mentees. This involves valuing their unique beliefs, customs, and practices, as these factors shape their experiences and perspectives. For instance, a mentee

from a collectivist culture may prioritize family input in decision-making, while another from an individualist background may focus on personal autonomy.

Cultural awareness can be integrated into mentoring by asking open-ended questions that invite mentees to share their cultural identities and experiences. For example, asking a mentee about the traditions that are important to them or how their background has shaped their views on challenges encourages meaningful dialogue and deepens understanding.

Consider a mentee in care who identifies as part of a marginalized community. By acknowledging the impact of systemic issues on their trauma, a mentor can help them explore their strengths, such as resilience and adaptability, while also addressing cultural factors that influence their healing process.

Cultural awareness should also include LGBTQ+ inclusivity, with mentors being sensitive to the unique challenges faced by LGBTQ+ youth. This includes acknowledging potential discrimination, family rejection, or identity struggles. Mentors can create an inclusive space by using affirming language and asking about preferred pronouns, fostering a sense of safety and acceptance.

Asking open-ended questions invites mentees to share their cultural identities and experiences. For example, mentors might inquire about the traditions that are important to them or how their background has shaped their views on challenges, including those related to their sexual orientation or gender identity.

Consider a mentee in care who identifies as part of a marginalized community, including LGBTQ+. By recognizing the impact of systemic issues on their trauma and affirming their identity, a mentor can help them explore their strengths, such as resilience and adaptability, while addressing cultural factors that influence their healing process.

Trauma-Informed Care Guidelines

Incorporating trauma-informed care is crucial, especially since many youth in care have experienced trauma. Mentors should create a safe and empowering environment where mentees feel heard and validated without judgment. This approach involves actively listening to their stories and providing support that acknowledges their trauma history.

A strength-based approach encourages mentors to focus on the resilience and capabilities of their mentees rather than their challenges. For example, recognizing a mentee's problem-solving skills or empathy—traits developed through overcoming difficult circumstances—can foster confidence and motivation.

Trauma-Informed Communication Process

Youth Haven Network emphasizes the importance of trauma-informed care in all mentor-mentee relationships. Trauma-informed communication ensures that mentors engage with mentees in a manner that promotes healing, empowerment, and safety.

1. Principles of Trauma-Informed Communication:

- **Safety:** Foster a physically and emotionally safe space for all discussions.
- **Trust and Transparency:** Be clear and honest in your intentions, ensuring mentees know what to expect.
- **Collaboration and Mutuality:** Focus on mutual learning and collaboration, rather than a one-sided approach.
- **Empowerment and Voice:** Allow the mentee to lead discussions, ensuring they have the opportunity to share their experiences at their own pace.
- **Cultural Sensitivity:** Acknowledge and respect the mentee's cultural background and personal identity in all interactions.

2. Practical Guidelines for communication:

- **Active Listening:** Focus on the mentee without interrupting. Use body language that demonstrates openness.
- **Use of "I" Statements:** Frame statements from your own perspective to avoid placing blame or making assumptions (e.g., "I noticed you seemed upset" rather than "You are always angry").
- **Validation:** Regularly affirm the mentee's feelings and perspectives. For example, "It's understandable that you feel this way."

3. Avoiding Triggers:

- Be mindful of the mentee's potential triggers. Avoid topics or language that may retraumatize or overwhelm them.

In summary, integrating cultural sensitivity and a trauma-informed approach fosters a supportive mentoring relationship that empowers youth in care, honors their unique backgrounds, and highlights their strengths.



Sample Discussion

Mentor: "I really appreciate you sharing your experiences with me. Can you tell me about any traditions or values from your culture that are important to you?"

Mentee: "In my family, we celebrate certain holidays together. It's a big deal for us, but I sometimes feel out of place because I'm not sure if they fully accept my identity."

Mentor: "That sounds challenging. It's great that you have those traditions, but I can see how feeling unsupported would make it harder. How do you navigate those feelings during family gatherings?"

Mentee: "I try to stay positive, but it's tough. I wish I could just be myself without worrying about what they think."

Mentor: "It's completely valid to want that kind of acceptance. Your feelings matter, and it's important to find spaces where you feel safe being yourself. What do you think helps you cope in those situations?"

Mentee: "Talking to friends who understand me helps a lot. I feel like I can be open with them."

Mentor: "That's a strong support system. Let's explore more ways to build your confidence in those family settings, while also celebrating who you are. You have so much resilience, and I'm here to support you."

[This discussion illustrates how a mentor can create an open and supportive dialogue that respects cultural differences, acknowledges trauma, and promotes strength and acceptance.](#)



8. Evaluation and Feedback

Measuring Success

Success will be measured by the mentee's progress toward their personal goals, the quality of the mentor-mentee relationship, and feedback from both parties.

To facilitate this, a feedback progress report form will be required from each mentor after the first month of meeting with their mentee. This form will assess the effectiveness of the mentoring

process and highlight areas for improvement. Additionally, mentees can utilize apps such as SurveyMonkey to gather feedback about their experiences, ensuring their voices are heard in the evaluation process.

It is expected that mentees will set and review holistic goals on a weekly basis. These goals should encompass various aspects of their lives, including emotional, social, and academic development. Regularly assessing and updating these goals will help track progress and adapt the mentoring approach as needed.

All forms and resources that assist in this programming, including the feedback progress report and goal-setting templates, will be compiled and made available in the additional resource folder for mentees. This centralized access will support both mentors and mentees in monitoring their progress and enhancing the mentoring experience.

Continuous Improvement

Mentors and mentees are encouraged to provide ongoing feedback to Youth Haven Network staff to improve the program's structure and effectiveness.

Documentation Guidelines

Always document with clarity and professionalism, ensuring that details accurately reflect the conversation and progress.

Keep all documentation trauma-informed, focusing on the mentee's growth while recognizing their vulnerabilities and lived experiences.

Documentation of Sessions:

Recording Key Information: After each session, mentors must document important details such as key discussion points, progress made, and any next steps or follow-up items.

Confidentiality: All session notes are confidential, ensuring that only authorized personnel, along with the mentor and mentee, have access to the documentation.

Transparency: Inform the mentee about the documentation process and provide them access if requested, ensuring trust and transparency.

Importance of Good Documentation

1. Why Documentation Matters:

Accountability: Documentation holds both mentors and mentees accountable for progress and goals.

Tracking Progress: Regular documentation provides a clear record of mentee development, helping mentors tailor their approach over time.

Continuity: Proper records ensure continuity in care, especially if a mentor or program staff changes.

2. Guidelines for Effective Documentation:

Be Clear and Concise: Write clear notes after each session, focusing on what was discussed, actions agreed upon, and any support the mentee may need.

Respect Confidentiality: Ensure that all notes are documented in a way that protects the mentee's privacy and dignity.

Reflect Mentee's Voice: Always include direct quotes or reflections from the mentee, ensuring that their perspective is captured.

Sample Session Documentation Sheet

Below is a template for documenting each mentorship session using the Jane App:

Mentorship Session Documentation Sheet

Date: [Insert Date]

Time: [Insert Time]

Mentor Name: [Insert Name]

Mentee Name: [Insert Name]

1. Session Overview:
 - Key topics discussed: [Summarize the main points of discussion]
 - Mentee's mood/engagement: [Note if the mentee seemed engaged, withdrawn, etc.]
2. Goals:
 - Short-term goals discussed: [List any goals set during the session]
 - Long-term goals: [Reference any progress toward previously set long-term goals]
3. Key Actions/Follow-up Items:
 - Next steps: [Outline actions the mentor or mentee agreed to take before the next session]
 - Resources suggested: [Note if any resources were recommended]

4. **Challenges/Concerns:**
 - Any barriers mentioned by mentee: [e.g., personal challenges, difficulty meeting goals]
 - Trauma-related disclosures (if applicable): [Document using trauma-informed language]
5. **Next Meeting:**
 - Date and time of next session: [Insert if scheduled]

Additional Notes:

- [Any other important points]

Mentor Signature: [Insert Name/Signature]

Mentorship communication software

Using Mentor Software Apps (e.g., Jane App)

As part of the Youth Haven Network's commitment to providing structured support, mentors and mentees are required to use the Jane App for scheduling and documenting mentorship sessions. This platform simplifies the process, ensuring sessions are efficiently organized and tracked. Below are key protocols for usage:

1. Scheduling Sessions:

Account Setup: mentors are expected to create accounts on the Jane App before beginning their sessions. The Instruction will be sent to each employee's personal email. Login details should be kept secure. A link should be forwarded to mentees before scheduled sessions.

Booking Process: Mentors must regularly update their availability, and mentees should select a convenient time for sessions based on the provided schedule.

Reminders: The app will send automatic reminders to both mentor and mentee via email or SMS 24 hours before the session.

Peer Mentor SampWork Plan Template (6-12 Months)

Peer Mentor: [Your Name]

Youth Mentee: [Initials of Youth]

Start Date: [Date]

End Date: [Date]

Month 1: Initial Engagement and Needs Assessment

Week 1: First Meeting

- **Goal:** Establish rapport and trust.
- **Activities:**
 - Introduce self and share personal experiences.
 - Engage in icebreaker activities to build comfort.
 - Discuss interests, hobbies, and immediate goals of [Initials].
- **Reflection:** Document feelings and impressions of the first meeting.

Week 2: Comprehensive Needs Assessment

- **Goal:** Identify immediate and long-term needs.
- **Activities:**
 - Conduct a structured needs assessment with [Initials], focusing on:
 - **Immediate Needs:** Housing stability, access to food, healthcare.
 - **Long-term Needs:** Educational goals, career aspirations, personal development.
 - Discuss challenges related to addiction, homelessness, school dropout, family conflict, and cultural adjustment.
 - Draft a comprehensive plan based on assessment findings, outlining prioritized needs and actionable steps.
- **Reflection:** Summarize [Initials]'s identified needs and strategies for addressing them.

Month 2: Goal Setting and Progress Monitoring

Weeks 1-2: Setting and Reviewing Goals

- **Goal:** Establish specific goals based on needs assessment.
- **Activities:**
 - Collaboratively develop a detailed goal-setting plan, incorporating both short-term and long-term objectives.
 - Set SMART goals focusing on:
 - **Immediate Goals:** Secure stable housing, enroll in school or job training.
 - **Long-term Goals:** Achieve educational qualifications, establish a support network.
- **Reflection:** Document the agreed-upon goals and ensure clarity.

Weeks 3-4: Monitoring Progress

- **Goal:** Regularly check in on goal progress.

- **Activities:**
 - Schedule bi-weekly check-ins to assess progress on goals.
 - Discuss obstacles faced and strategies to overcome them.
 - Celebrate small achievements to build motivation.
 - **Reflection:** Adjust the plan based on [Initials]'s feedback and challenges encountered.
-

Month 3: Social Integration and Networking

Weeks 1-2: Putting Goals into Social Context

- **Goal:** Encourage [Initials] to engage in social settings that align with goals.
- **Activities:**
 - Facilitate introductions to peer groups or community organizations relevant to [Initials]'s interests and goals.
 - Plan group activities (e.g., volunteer work, workshops) that provide opportunities for socializing and skill development.
- **Reflection:** Assess [Initials]'s comfort level and engagement in these social contexts.

Weeks 3-4: Building a Support Network

- **Goal:** Help [Initials] expand their support system.
 - **Activities:**
 - Identify local support resources (e.g., community centers, youth organizations) and encourage participation.
 - Discuss the importance of building relationships with peers and mentors in these environments.
 - **Reflection:** Evaluate [Initials]'s connections and sense of belonging within new groups.
-

Month 4: Feedback and Continuous Improvement

Weeks 1-2: Collecting Feedback

- **Goal:** Evaluate progress and areas for growth.
- **Activities:**
 - Conduct a feedback session with [Initials] to discuss their experience with mentoring thus far.
 - Encourage open dialogue about what's working and what's not.
 - Adjust the mentoring plan based on feedback received.
- **Reflection:** Document insights gained from feedback to enhance future sessions.

Weeks 3-4: Adjusting Goals

- **Goal:** Reassess and refine goals as needed.
 - **Activities:**
 - Review progress on goals and make necessary adjustments to timelines and objectives.
 - Discuss new challenges that may have emerged and strategies to address them.
 - **Reflection:** Summarize changes made to the plan and ensure clarity with [Initials].
-

Month 5: Skill Development and Case Management

Weeks 1-2: Practice Skills

- **Goal:** Empower [Initials] to apply skills in real-life situations.
- **Activities:**
 - Role-play scenarios related to addiction recovery, conflict resolution, and academic challenges.
 - Encourage [Initials] to practice coping strategies and problem-solving techniques in daily life.
- **Reflection:** Assess [Initials]'s confidence in using these skills.

Weeks 3-4: Case Management Support

- **Goal:** Address ongoing challenges and ensure access to resources.
 - **Activities:**
 - Help [Initials] navigate local services for addiction recovery, housing assistance, educational support, and counseling.
 - Ensure [Initials] is familiar with provincial resources, including hotlines and community services.
 - **Reflection:** Document resource access and any barriers encountered.
-

Months 6-12: Continued Support and Resource Familiarization

Month 6: Resource Mapping

- **Goal:** Equip [Initials] with knowledge of support resources.
- **Activities:**
 - Create a resource map outlining local services for mental health, housing, education, and addiction support.
 - Encourage [Initials] to reach out to at least three resources.
- **Reflection:** Evaluate [Initials]'s understanding and confidence in accessing these resources.

Months 7-8: Advanced Skill Building and Empowerment

- **Goal:** Focus on leadership and self-advocacy skills.
- **Activities:**
 - Participate in workshops on leadership, public speaking, and self-advocacy.
 - Encourage [Initials] to take initiative in seeking help and participating in community activities.
- **Reflection:** Assess growth in leadership skills and self-confidence.

Months 9-10: Community Engagement and Networking

- **Goal:** Strengthen community connections.
- **Activities:**
 - Engage in community service projects or local events together.
 - Help [Initials] network with professionals and peers in fields of interest.
- **Reflection:** Note [Initials]'s level of engagement and comfort in these situations.

Months 11-12: Preparing for Independence

- **Goal:** Facilitate a smooth transition to independence.
 - **Activities:**
 - Develop a transition plan outlining next steps for education, employment, and support networks.
 - Conduct mock interviews or job applications to prepare for future opportunities.
 - **Reflection:** Summarize [Initials]'s progress and readiness for independence.
-

Final Reflection and Celebration

- **Goal:** Acknowledge achievements and provide closure.
- **Activities:**
 - Organize a celebration to recognize [Initials]'s journey and accomplishments.
 - Discuss future goals and encourage ongoing personal development.
- **Reflection:** Write a final report summarizing [Initials]'s growth, achievements, and future aspirations.

9. Self-Care for Mentors and Mentees

importance of Self-Care

- Practical Self-Care Strategies

Self-Care For Mentees

1. Communicate Openly:

- **Express Needs:** Let your mentor know if you need additional support or resources.
- **Provide Feedback:** Share your thoughts and experiences honestly.

2. Set Goals and Expectations:

- **Clear Objectives:** Establish clear goals for your mentoring relationship.
- **Realistic Timeframes:** Set achievable deadlines for your goals.

3. Manage Stress:

- **Stress-Relief Techniques:** Practice relaxation techniques like deep breathing or yoga.
- **Time Management:** Prioritize your tasks and avoid procrastination.

4. Seek Support:

- **Peer Groups:** Connect with other mentees or like-minded individuals.
- **Counseling:** If needed, consider seeking professional counseling for support.

5. Celebrate Achievements:

- **Acknowledge Progress:** Recognize and celebrate your accomplishments, no matter how small.
- **Positive Reinforcement:** Reward yourself for reaching your goals.

Remember: Self-care is not selfish; it's essential for maintaining a healthy and fulfilling mentoring relationship. By prioritizing your well-being, you can be a more effective mentor or mentee and avoid burnout.

10 Conclusion

- Program Recap and Next Steps
- Contact Information
Additional Resources

Additional Resources and referrals

This can be used when a youth needs referrals or needs more access to services that we don't currently offer. These resources can be found in this folder link. Print the applicable page and send out to youth