



# CHECKLIST TO BECOME A KINSHIP MENTOR



The following application process was developed by Kinship of Morrison County to provide a screening practice for the protection of children in Kinship. It also provides the necessary initial information to and about prospective volunteer mentors. **If you have additional questions call Kinship at (320) 632-8806 or email us at [info@kinshipofmc.org](mailto:info@kinshipofmc.org). Mailing address: 107 2<sup>nd</sup> St SE, Little Falls, MN 56345**

- Contact Kinship:** Kinship staff will explain in brief about mentoring, expectations, and find out more about you.
- Orientation & Training** (1 hour): This session provides an overview of the Kinship of Morrison County mentorship program and allows prospective mentors to ask questions in a small group setting. Dates are dependent on your schedule. You will receive a mentor packet including an application & information.
- Application** (1 hour to complete): Complete & mail / drop off the application packet. You can also complete it online at [www.kinshipofmc.org](http://www.kinshipofmc.org). The following are all required portions of the application:
  - References:** You select 4 references who are asked to give insight into your character and potential role as a mentor to a child. All references are kept confidential.
  - Driver's License & Proof of Insurance:** A valid license & liability insurance is required to mentor. Kinship's insurance provider requires that you to maintain a liability policy with a "combined single limit" of \$300,000 or \$100/\$300/\$100 coverage for your vehicle.
  - Background Check:** Kinship conducts a motor vehicle & background check on all volunteers. In addition, any individual 18 years old and over living in a mentor's home must complete a background check as well. All background checks are kept confidential.
  - Mentor Position Description:** Sign and date attached position description and return with application.
- Online Training** (1.5- 2 hours): After you submit your application, you will receive an email with the link to this training which must be completed prior to your interview. It has five modules and usually takes about two hours to complete. The training can be complete in units as you have time. The interactive training introduces mentoring and gives a wonderful overview of the mentoring experience. If you do not have access to a computer / the internet, contact the Kinship office for other options.
- Interview** (1 hour): This is an interview performed by Kinship staff at the Kinship office and includes follow-up questions to your application along with additional questions in regards to matching you with a child.

## **Once you have become a Kinship volunteer...**

- Your Match:** Once the above procedures are completed and the mentor is accepted into the program, the search for a compatible youth begins. When a potential match is identified, Kinship staff will contact the mentor and present general information about the child and describe the next steps.
- Monthly calendars & ongoing follow-up:** After the match is made, mentors submit monthly calendars giving insight into their time & activities as a match. Kinship has found that regular contact between staff & mentors / families improves quality and success of a Kinship match. Both parties are encouraged to call Kinship if any concerns arise during the course of the relationship.
- Mentor Night Out:** Mentors are encouraged to attend this training twice a year for fun, fellowship, learning from each other, mentor education, a dinner out and more.
- Kinship Group Activities:** As a screened volunteer (either matched or unmatched) you are welcome and encouraged to attend any and all Kinship sponsored group activities. You can attend with your match, or you will be paired up in a small group with youth & adults.