

Sons of the American Revolution

Naples Chapter, Florida Society

Organized 30 April 1973

Policy Letter #2 31 March 2022

**Subject:** Naples Chapter Mentor Program.

**Purpose:** In order to enhance a more welcoming experience, educate new members about the SAR and support long-term retention efforts, the Naples Chapter will establish a Mentor Program based on the guidelines set by the Membership Committee of the NSSAR.

**Authority:**

* In outlining their goals in the development of Society-wide Mentor Programs, the NSSAR Membership Committee articulated the following:
  + We encourage every Society and Chapter to take this information and establish a Mentor Program (https://www.sar.org/wp-content/uploads/2021/04/SAR-Mentor-Program.pdf)
  + The SAR Mentor Program is part of the Americanism Contest, effective January 1, 2017
* The Naples Chapter Board of Directors met on 31 March 2022 with a quorum of 9 Directors.  Our Board unanimously approved the establishment of a Chapter Mentor Program.

**Discussion:**

* The following are suggestions for identifying experienced chapter members for the role of mentor.
  + Is comfortable working with people
  + Has the time & energy to devote to the role
  + Can work with more than one at a time
  + Knows what a mentor is supposed to do
  + Understands the purpose, goals & objectives of the SAR & Naples Chapter
* Junior Members will not be assigned a Mentor
* If a Member does not wish to be assigned a Mentor, none will be assigned.

**Resolved:** The Naples Chapter Mentor Program will be activated on 01 April 2022 and will be presented to Chapter members during the 14 April 2022 Chapter meeting.

* Roles of the Mentor:
  + Will receive some instruction/training prior to being assigned to assist new members
  + The Mentor should be introduced to the new member when the Registrar informs the Chapter that the new member is registered at National
  + A Mentor should be prepared to fill this role for 12 Months
  + Ensure that the new member receives electronic copies of the New Members Manual and a list of the Chapter Officers and Directors

**Chapter Officer Responsibilities:**

* Naples Chapter Registrar will track membership status and inform the Chapter Assistant Secretary when a new member is registered at National
* Naples Chapter Assistant Secretary is responsible for the management and execution of the Naples Chapter Mentor Program.
* The Assistant Secretary will:
  + Maintain a roster of all Naples Chapter Mentor Volunteers
  + Once a new member is registered with National, assign a Mentor to the New Member
  + Ensure that the Mentor has electronic copies of the Mentor Checklist, the New Member Manual and the list of Chapter Officers and Directors
  + Update the Americanism Spreadsheet in lines 11E and 11F
  + Provide quarterly feedback to the BOD by assessing the progress of the Mentor Program
  + Encourage new members to write a short biographical sketch of his Patriot Ancestor

*Original Signed*

Philip R. Thieler

President

Encl

1. Mentor Program Checklist
2. New Member Manual
3. Naples Chapter Officers and Directors