

Welcome to the DREAM Guided Mentoring program. We are proud to offer the opportunity to participate in this innovative mentoring program. With your support we are confident that we will have a successful year of programming.

A bit of information about DREAM and Guided Mentoring:

- [DREAM](#) mission, values, goals
- [Guided Mentoring](#) mission, values, goals.

As a school advisor in the DREAM program we ask for a level of support that will assist us in creating effective programming for our high school mentors and elementary mentees.

Depending on the level of programming at your school and the level of your participation in direct programming time, the time commitment is approximately 2-5 hours per week. The time consists of programming time, planning meetings, and carrying out responsibilities. This does vary, and has flexibility.

- Your role and responsibilities include:
 - Assisting in recruiting and organizing high school mentors, and participating, in cooperation with DREAM staff, in Mentor-in-Training curriculum and Village Mentoring time.
 - Acting as a point person for high school mentors, e.g. distributing resources and materials and facilitating enrollment forms completion.
 - Identifying existing and potential systems to facilitate communication between parents and DREAM staff.
 - Navigating highly pertinent policies and procedures such as steps for going on a field trip and emergency procedures with DREAM Guided Mentoring staff to build awareness and/or provide training.
 - This includes being the lead for supporting accommodations in IEPs and 504 plans of high school mentors and elementary school mentees.
 - Playing a liaison role between DREAM and the participating school(s).

- This may involve:
 - Ensuring that there is a regular meeting time and space for high school mentors to meet as a group as well as for high school mentors to provide mentoring with elementary mentees.
 - Connecting DREAM staff to relevant school(s) and community equipment for use in curriculum facilitation.
 - Acting as a representative for DREAM to the school(s) and community.
 - Maintaining regular contact with and connection to high school mentors outside of DREAM programming.
 - Providing onsite coaching and troubleshooting during the week to high school mentors as necessary.
 - This may include facilitation of curriculum/training/planning and/or supporting the continuation of curriculum/training/planning work when Guided Mentoring staff are not present.
 - Facilitating relationships between caregivers and DREAM staff to support positive mentoring experiences.
- There will also be the option to participate in other opportunities such as:
 - Occasional co-facilitation of mentor-in-training curriculum and community-based experiences.
 - Participation in DREAM-wide professional development and training.
 - Co-creating additional opportunities that highlight your interests, passions, and skill sets.

To support our Mentors:

- DREAM requires an onboarding process before high school mentors join, done in partnership with our caregivers, schools, and mentors, which fully explains the program and commitments needed for successful programming for all high school mentors and elementary mentees, and to support their growth.

It is critical for maximizing the value of this program for everyone to ensure that all participants:

- Are able to consistently commit to the time requirements of the program.
 - Are open to learning.
 - Have the capacity for engaging in group settings.
 - Are interested in growth and new adventures.
 - Can balance this commitment with their other school requirements and extracurricular activities.
 - Are safe to attend off campus activities without the need for 1:1 support.
- In order to participate in DREAM, high school mentors and elementary mentees must have an up to date registration form on file.
 - Please coordinate with your regional Youth Service Manager (YSM) to ensure that all registration forms are completed in a timely manner.
 - Please update your regional YSM with relevant changes to any personal or medical information that is received from caregivers.
 - In order to comply with the grant providing our funding, DREAM will hold two Local Advisory Board (LAB) meetings, , a.k.a caregiver conferences, per school year, generally one in the Fall and one in the Spring. These meetings will serve as an update for our programming year. Our high school mentors contribute to and participate in these to make them special for attendees.
 - Please note LAB dates and plan to participate either in person or virtually.

Please acknowledge that you have read and agree with the above.

****In recognition of this commitment, a gratuity, provided twice a school year in December and June, is provided for a school's advisor(s).**** (Please make sure that this will comply with your school contract.)

Signatures:

Advisor:

Gratuity Accepted:

Gratuity percentage allocated (of total amount for each site):

Home address to send gratuity:

Director:

YSM: