



Dakota Boys and Girls Ranch

**Transition to Community
Mentoring Program**



Mentee Handbook

Welcome to the DBGR Mentoring Program. The success of your program is affected by each mentee. This handbook was created to help you learn how you can get the best mentoring experience.

Mission Statement:

We help at risk children and their families succeed in the name of Christ.

Program Roles:

Project Coordinator – The program staff who will be recruiting mentors and supervise the Site Coordinators. This person will also be involved in the requests for mentoring services and ensure funding for the program.

Site Coordinator – The program staff who will be tracking what the mentor and mentee activities during their visits, communicate with the team members (mentor, mentee, and parent/guardian), and monitor the mentor and mentee relationship.

Mentor – The volunteer who will be matched with the mentee in the program. They will spend time with the mentee and help them with their goals for the program.

Mentee – The youth who will participate in the program and who will be matched with mentors.

Parent/Guardian- Parent or legal guardian who has custody of the mentee participating in the program. Their role in the program is help identify the goal for the match, communicate how they feel the match is working for the mentee, and be aware of what the mentor is doing with the mentee.

Programs Purpose

The Transition to Community Mentoring Program (TCMP) has been developed to support and prepare you for returning to the community so you can be successful after treatment at Dakota Boys and Girls Ranch.

What is a Mentor?

- A trusted guide and friend
- Someone who will listen to you
- Someone who will help you explore opportunities
- Someone who will have good ideas about how to deal with difficult situations

A mentor is NOT a:

- A Teacher
- A Parent
- Your Psychiatrist
- An ATM

Mentee Responsibilities:

A person takes a lot of responsibility when he or she agrees to be a mentor. As a mentee you will also have responsibilities. It will take the cooperation of both of you to develop a friendship of trust. These are some responsibilities expected of you as the mentee.

- Be on time for meetings
- If you are going to be late, call your mentor
- Participate in the program or special meetings
- Be willing to try new and helpful activities with your mentor
- Always communicate with your mentor about any changes in meeting times.
- Notify your mentor if you are unable to continue with the program
- Inform your parents/guardian of the activities you are completing with your mentor
- Notify the Site Coordinator if any problems occur with your mentor.
- Be respectful of your mentor and program staff

Your first meeting with your Mentor:

Both you and your mentor are about to begin an exciting and rewarding experience. This relationship will bring you many rewarding opportunities, skills, and knowledge. During the first meeting, you will have a chance to begin getting to know your new mentor.

As all new relationships, you will find moments of awkwardness until you get to know each other. This awkwardness will pass and soon you will feel more natural and comfortable.

Here are some ways to make your first meeting more comfortable:

- Share at least two things you have done in the past
- Ask your mentor what he or she enjoys doing
- Plan an event or activities that you can do together
- Ask questions about a goal or interest that you have
- Listen well by making an effort to understand what the mentor means if you do not understand something they are saying
- Answer questions with more than “yes” or “no”, these sometimes stops conversations
- Most important, be open and clear with your mentor, you will be glad you did.

Things you can discuss with your mentor:

1. What are your favorite activities?
2. What were you like when you were my age?
3. What did you have to do to prepare for and get your job?
4. What can this mentoring relationship do for me?
5. What games do you like to play?
6. What were your favorite subjects in school?
7. What kinds of (movies, books, music) do you like?
8. How do you think I should handle this situation?
9. How do I talk to my parents about _____?
10. Do you know any funny stories?
11. What was your most important decision in life?
12. Where can I find out more about _____?
13. What would you do different if you could?
14. What would you like to talk about?
15. Did you have a mentor when you were my age?
16. How do you spend your time?
17. _____
18. _____
19. _____
20. _____

Ways to Show Appreciation:

When someone does something nice for you, what do you do? You say “thank you,” of course. When it’s your mentor, there are lots of ways to that. Here are a few you can use once in a while and you can add your own ideas to the list.

- Write a note or make a thank you card
- Draw a picture
- Take a photo and make a frame
- Call them and say, “thank you”
- Make cookies or a snack and bring some to your mentor
- Make them something
- _____
- _____
- _____
- _____

Your mentor is a real live person, with thoughts and feelings like you. It is important to remember that and to be aware of how you treat your mentor. Think about his or her feelings and notice the efforts made on your behalf.

Confidentiality and Boundaries

Your relationship with your mentor is built on trust and confidentiality. Those things are important in any friendship. You should feel free to share any information that you like with your mentor. Your mentor will know our policy on confidentiality and agrees to keep your information in trust

There are limits to confidentiality. You and your mentor should know and agree to these limits. If you tell your mentor information that is concerning such as suspected physical or sexual abuse, self-harm, or violence toward another person, the mentor is obligated and has agreed to report this information to the program. This does not mean that you should not share this information with your mentor. Just know that, for your own safety and the safety of others action must and will be taken.

Stages in A Relationship:

Think back when you meet a good friend. Did you know at the first moment that you would become good friends? Probably not. The reason you did not know it from the start is because it takes time for friendship to develop. There are stages in developing a relationship.

Stage 1: Getting to know each other. You will explore what you have in common and what you like about each other by asking questions and talking.

Stage 2: Becoming more relaxed with one another. Give this stage time and don't give up too soon. If you are willing to explore who this person is, you may find that you have found a good friend.

Stage 3: Trusting one another. After you become more comfortable with one another and learn more about each other, you will begin to develop trust in each other.

Match Closure:

Over a lifetime, relationships end for many reasons: things change, people move, and interests change. This program is set up to last until you have accomplished your goals and are doing well in the community. At this time, your formal relationship with your mentor will come to an end. This may cause a sense of loss or sadness, not only for you, but for your mentor as well. This can be a time to celebrate and appreciate all the fun times you had together. Just remember that the memories and lessons learned do not end, you have them forever.

Who can you call?

This program was developed to help you when you return to the community after treatment at Dakota Boys and Girls Ranch, help you learn skills, and be a lot of fun for you. If you have questions or concerns about the program, we want you to call the program right away. No question or concern is too small or too big.



On the next page, we are providing several telephone numbers for you if you have any concerns or questions. If there are others that you would like to contact that are not on the list, please feel free to do that as well. There are spaces below provided for you to add additional people.

Phone Numbers

Role	Name	Phone Number
Project Coordinator		
Site Coordinator		
Mentor		
Parent/Guardian		
Parent/Guardian		
Other:		
Other:		
Other:		
Other:		

Agreement Form

I have received a copy of the Mentee Handbook and have reviewed the contents including my responsibilities as a mentee, how to communicate with my mentor, and closure of the match.

I understand that there are limits to the confidentiality of my relationship with my mentor and I agree to those limits. If I disclose information of immediate concern, such as physical or sexual abuse, self-harm, or violence toward another person, the mentor is obligated and has agreed to report this information to the program. This policy exists for my safety and the safety of those affected by the situation.

Mentee's Name: _____
(please print)

Mentee Signature:

_____ Date _____

Please give this form to your designated Site Coordinator after it has been signed. Thank you!

**Dakota Boys and Girls Ranch cares about you.
You are in our prayers.**



* Strother-Taylor, Judy. (2003) "Training New Mentees" National Mentoring Center.