



MENTOR GENERAL INFORMATION

Full Name _____ **Date** _____
Last First M.I.

Address _____
Street Apartment/Unit #

City State ZIP Code

Phone _____ **Email** _____

Gender Male Female **What languages do you speak fluently?** English Spanish Other(s) **If other, please list** _____

Education Less than high school High school diploma Vocational certificate AA degree Some college Bachelor's degree Post graduate degree

MENTOR INFORMATION

This mentoring opportunity is made available under a federally funded program; which prohibits individuals with sex offenses, other than prostitution to participate. You will need to undergo a background check to become a mentor.

Why are you interested in volunteering to be a mentor?
 Personal Interest Professional Education Community Service Other

Are you interested in being a Personal Mentor Professional Mentor

Do you have previous experience as a mentor? Yes No **If yes, with which organization?** _____

Please briefly describe why, at this particular time in your life, you are interested in being a mentor to someone who has been incarcerated. What do you hope to gain from being a mentor?



Are you currently employed? Yes No Are you retired? Yes No

In what industry are you or were you employed (i.e. manufacturing, culinary, a trade, etc.) _____

What is your current (or what was your last) position? _____

AVAILABILITY

The mentorship program requires a minimum of six months of participation with your selected mentee. The program also requires meeting with your mentee face-to-face a minimum of one (1) hour per month in addition to at least one (1) required follow-up interaction via phone or email.

Can you commit to this time frame? Yes No

When can you begin working with a mentee? _____

Day of the Week	Available hours for mentoring in a typical week
Monday	
Tuesday	
Wednesday	
Thursday	
Friday	
Saturday	

REFERENCES

How did you learn about Towards Employment?

Website TE Employee Current Student Colleague Other _____

Please provide 2-3 personal and/or professional references that we may contact

Name of Reference	Organization	Phone	E-mail Address



POLICY AND PROCEDURE

Towards Employment does not unlawfully discriminate under federal, state or local laws. Towards Employment embraces the value of diversity in the workplace and is proud to be a Drug Free Agency. We assure that your opportunity for mentoring with Towards Employment depends solely on your qualifications.

The mentorship program that we offer is of indefinite duration and will continue as long as the mentors, mentees and Towards Employment consider it of mutual benefit.

I fully understand that Towards Employment has a substance policy that prohibits the use of drugs or alcohol in the presence of a mentee while participating in any mentorship program or sponsored event and that compliance with such policy is a condition of my program participation.

- I agree to adhere to the terms of Towards Employment mentor requirements and qualifications form.
- I hereby certify that this application contains no willing misrepresentation and that the information given by me is true and complete to the best of my knowledge and belief. I am aware that should investigation at any time disclose any misrepresentation or falsification, my application may be rejected or I may be dismissed from the program.
- I understand that, as a condition of acceptance into the program as a mentor, I will be required to submit to a background check.
- I understand acceptance into the program will be determined by the overall application process, successfully completing mentor training and agreeing to adhere to established policies.

Electronic Signature Agreement

Date

Towards Employment Mentor Coordinator

Date

Send Completed Application to

Sam Awad, Mentor Coordinator
Towards Employment
1255 Euclid Avenue, Suite 300
Cleveland, OH 44115
(216) 696-5750
sawad@towardsemployment.org