

## **EFFECTIVE PRACTICE: RECRUITING MENTORS**

**Source:** Gina Vincent, MCC Americorps \* VISTA, Davenport University 2004-2005

### **1. BUILD ON WHAT'S BEEN DONE**

- Review the goals and objectives of the mentoring program you are working for.
- Review the recruitment efforts currently utilized (list of mentors, children served, participating organizations, past activities and programs).
- Continue to build on the mentoring partnerships that have been developed and the schools and agencies that work with mentoring programs in the community. The list of agencies that work with mentoring programs are the local United Way, Mentor Michigan, the local YMCA, churches, libraries and online websites.
- Contact volunteers that have been involved in the mentoring program to assist in recruiting other students.

### **2. CAMPUS ORGANIZATIONS**

- Get involved with activities offered through the United Way and local schools.
- Connect with campus organizations, attend their meetings, and get involved with their activities and events on campus.
- Enlist the assistance of campus organization leaders to get the word out about mentoring opportunities. Distribute flyers and program information on mentoring through these organizations.
- Develop a database with all campus organizations and their members.

### **3. COMMUNICATION**

- Send out quarterly newsletters highlighting a college mentor making an impact in the community. These newsletters can be sent via email to all college students and campus organizations.
- Set up a volunteer information table in a visible area where students frequent such as a cafeteria, student center and the dorms.
- Develop and display bulletin boards to recruit student mentors throughout the campus, student center, cafeteria, dorms, and campus organizations.
- Connect college students with schools offering mentoring programs via email and presentations in classrooms.

### **4. CHILDREN'S CONFERENCE**

- Organize a mentor/mentee conference on campus. Select a school or community organization that area students attend. Schedule an appointment with the schools volunteer coordinator or designated school contact. Establish a date for the event.
- Decide on the sessions to be offered for the conference.
- Once there is a list of volunteers for the event, schedule a meeting to review the logistics, the students that will attend the conference and distribute the list of students each mentor/volunteer will be working with per conference session.
- Develop surveys to distribute after the conference to the students from the school and the mentor/volunteers, to receive feedback on the conference and to coordinate mentor/mentee matches from the conference.

### **5. FOLLOW UP**

- Continue to maintain contact with campus volunteers via email and phone calls.
- Continue to follow up with mentors on their programs and progress.
- Continue to follow up with current and past mentors for continued recruitment efforts and involvement.