

Big Brothers Big Sisters of South Alabama
2014-2015 School-Based Mentoring Program Partner Expectations

Big Brothers Big Sisters' Commitment to the School

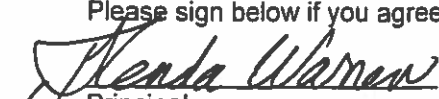
- Once a child has been identified by the school to participate in the program based on criteria defined by BBBS, an application provided by BBBS will be sent to parent/guardian for consent for their child to participate
- After consent is given, the agency will work with the school counselor to receive information regarding the child's behavior and academics for goal setting purposes
- Agency will be screening for volunteers that are compatible with the child's expressed interests*
- Children are matched according to compatibility and the availability of the child and mentor
- The Match Specialist will coordinate with the school, volunteer and child to arrange the initial match meeting
- The volunteer will then be allowed to meet with child during school hours on the school grounds in agreed upon meeting spaces at a time that compliments the child's academic schedule
- Unless the school specifies a method for volunteers signing in and out of the school, BBBS will create a sign-in binder in which the volunteer must sign upon entering the school and sign-out upon leaving
- Agency will work with counselors, teachers, and other administrative staff to ensure that the volunteer(s) are aware of testing or any other necessary activity that does not warrant disruption
- The Match Specialist will provide ongoing match supervision and support for the duration of the match to ensure the goals of the match are being met and that all guidelines are being followed
- When necessary, the Match Specialist will conduct end of match meetings to ensure matches are properly closed


*Volunteers are interviewed and extensive background checks are done to ensure the child's safety. It takes an estimated time of a month to prepare the volunteers' paperwork for the ready to be matched stage. When all background checks are returned, the Big and Little are matched, under the supervision of the BBBS Match Specialist.

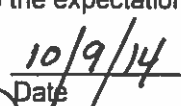
School's Commitment to Big Brothers Big Sisters

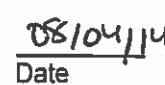
- The Principal will ensure that the volunteers enrolled are greeted and made to feel welcome in the school throughout their experience
- The Principal will orientate teachers on the program and assure that teachers will be in support of the program
- The school's point of contact will work with the Big Brothers Big Sisters' Match Specialist in a timely manner to identify and issue consent forms to the agreed upon number of children for the School-based program. **Timely is defined as applications being sent and returned by potential students within two weeks of the program being initiated with the school.**
- The school's point of contact will provide ongoing information as needed regarding the child's behavior and academics
- School staff will provide the Match Specialist with the Third Party Form, the student's grades pre and post match, help issue the Teacher Program Outcome Evaluation, and aid in the gathering of any other data deemed necessary by either party to demonstrate the program effectiveness
- Provide the agency with letters of support at the end of the school year to aid in BBBS's ability to secure funding to support the donor funded services provided to the school's vulnerable students
- The school will work with BBBS and the Corporate Big or other community volunteers to arrange an end of year field trip that the agency will sponsor
- The school point of contact will keep the lines of communication open with the Match Specialist to help ensure a meaningful partnership for all parties involved

Please sign below if you agree to the expectations above.


Principal
(Assistant Principal)


BBBS CEO


Date


Date

We look forward to working with you and your students this year to create positive attitudinal and behavioral changes through the free one-to-one professionally supported mentoring services we'll provide your school.