

## Belief in the future. For every child.

## How To Get Started as a "Big Friend" Mentor at Beatty Early Learning Center Four Steps for our Project Outreach Volunteers

To become a Big Friend mentor, we ask that you become familiar with the following steps, and complete them before you start working directly with kids and teachers at Beatty Early Learning Center in Ypsilanti.

Note: This location requires covid vaccination. Masking may also be required.

- 1. Your first step in getting started is to attend your Project Outreach class session at 5 pm on Tuesday, September 13th, 2022. At this time we will meet with you and your colleagues to introduce Washtenaw Promise staff and to provide an orientation for your assignment at Beatty. This will be a time to ask questions and get answers. If for any reason you cannot attend this class session, please contact us.
- 2. Next, we ask that you fill out three required forms and return them to us. This may be done at our orientation meeting on September 13th, or electronically within the first week of your volunteering time. You can find the forms at the link on our volunteer website page: "Forms to Fill Out Before Mentoring". The first one is a WP waiver of liability and media release that requires only a small amount of information and your signature. The second form is a confidentiality agreement required by Ypsilanti Community Schools (YCS) and also needs only your signature. The third is a clearance form required by law that we submit to the Michigan Department of Health and Human Services (MDHHS). That one requires a copy of your driver's license—both sides—and your signature, which must match the signature on your driver's license!!
- 3. Next, it is very important that you view the three "Mentor Training Videos" found on the volunteer page on our website, within your first two weeks of volunteering. These training videos (less than two hours total) have been created by Katie Watson, Behavioral Specialist at Beatty Early Learning Center, Dr. Nadine Burke Harris, Surgeon General of California, and our consultants from the Washtenaw Intermediate School District (WISD), While watching, please jot down any questions or thoughts you may have. We will be debriefing with you to discuss your reactions. We also strongly encourage you to review "Key Points from Trainings" on our volunteer website page.
- 4. Finally, please add your name, contact info, hours of availability, and any other optional info to the document, "A Little About You" found on the volunteer page. We may have already entered some of that information for you, if we received it before our September 13th meeting. This information will be public to all our volunteers. It will help us get to know you better and to schedule your volunteer time. We will always contact you via email to answer your questions and to keep you informed of important info to come.

We're very excited to be working with you this term and very grateful for your commitment. We are eager to help make the experience as rewarding as possible for everyone. See you at our orientation session on September 13th!