

# Washtenaw Promise

*Belief in the future. For every child.*

## **Getting Started at Ford Early Learning Center in our “Read With Kids” Program; for Concordia University students**

Before you get started at Ford, we want you first to know how much we appreciate your willingness to make a big difference in the lives of children. To us, the teachers, the kids and their families, you are a community hero. Research shows clearly, as does our own experience on the ground, that sharing reading time with kids increases their success in gaining the early literacy skills that are absolutely necessary for success in school and in life. Thank you so much for joining us in this critical program.

1. Your first step in getting started is to **select a date to join us and our partners from the Children’s Literacy Network via Zoom, for a 45 minute orientation/training session.** We offer four dates for this online session, you need to choose only one. When you do, please email Amanda with your choice: [amandajames@washtenawpromise.org](mailto:amandajames@washtenawpromise.org) and we’ll confirm with an email back to you. The available dates for orientation/training are:

Tuesday, October 4th at 5:30 pm  
Monday, October 10th at 1 pm

Thursday, October 6th at 10:00 am  
Wednesday, October 12th at 10 am

If none of these sessions work for you, we will make a recording of a session available to you to watch when you have time. Attending this session (or watching the recording) should answer any questions you have about getting started at Ford.

2. **We also ask that you fill out three required forms by October 10th.** You can find the forms at the link on our volunteer website page: “Forms to Fill Out Before Mentoring”. First is a 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!! You also need to make sure that the address you enter on the form matches your drivers’ license (not your current address!)** By October 10th, your coach, or someone from Washtenaw Promise will make arrangements to collect the forms from you.
3. Next, **we ask that you view the three “Mentor Training Videos” found on the volunteer page on our website.** These training videos (less than two hours total) have been created by Katie Watson, Behavioral Specialist, Dr. Nadine Burke Harris, Surgeon General of California, and consultants from the Washtenaw Intermediate School District (WISD). You may also want to review “Key Points from the videos” on our volunteer website page. Both the Key Points and the videos will provide some useful information that can help you feel even more comfortable in your volunteer role.
4. Finally, **please add your name, hours of availability, and any other optional info to the document, “A Little About You” found on the volunteer page.** This information will help us get to know you better and to schedule your volunteer time.

That’s it! After these steps you’ll be ready to start and we will be in touch with you as soon as possible to let you know when to come to Ford for your first session with kids, sometime during the week of October 10th or October 17th. We’re very excited to be working with you and so very grateful for your commitment! We’re also looking forward to meeting you in person at Ford and will be so happy to welcome you to the program. See you at the orientation/training!