



Brotherhood Crusade  
 200 East Slauson Avenue  
 Los Angeles, California 90011  
 (323) 846-1649  
 www.brotherhoodcrusade.org



## *Mentor and Me Program*

### *Mentor Application*

Please **type** or **print clearly** and return this application to Brotherhood Crusade at the address above. Attach additional sheets if needed.

Name:		Gender:	<input type="checkbox"/> M	<input type="checkbox"/> F	Date:	
Local Address:						
Permanent Address:						
Local Phone		Permanent Phone:				
Mobile Phone:		Other:				
E-Mail:		Do you check your e-mail?	<input type="checkbox"/> Yes <input type="checkbox"/> No			
Other E-Mail						
Date of Birth		Ethnicity:				
Do you speak any languages other than English?		<input type="checkbox"/> Yes	<input type="checkbox"/> No	Please List:		
Employer:		Title:				
How much time will you be able to commit to meet your mentee?			<input type="checkbox"/> WK	<input type="checkbox"/> MO	<input type="checkbox"/> YR	
Why do you want to be a mentor?						





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Describe your general health. Are you currently under a physician's care or taking any medications? <input type="checkbox"/> Yes <input type="checkbox"/> No
If so, please explain.
How would you describe yourself as a person?
How would your friends and family describe you as a person?
Are you willing to communicate regularly and openly with program staff, provide monthly information regarding your mentoring activities, and receive feedback regarding any difficulties during your participation in the mentoring program? <input type="checkbox"/> Yes <input type="checkbox"/> No
Are you willing to attend initial mentor training sessions and two training sessions per year after being matched? <input type="checkbox"/> Yes <input type="checkbox"/> No
Why does it prepare you to be an effective and positive mentor?
What are your interests and how do you enjoy spending your time?





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**Time Schedule**

Please indicate when you are busy. Leave the spaces open when you are free. This way we can match you with a mentee with a similar schedule.

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
7AM							
8AM							
9AM							
10AM							
11AM							
Noon							
1PM							
2PM							
3PM							
4PM							
5PM							
6PM							
7PM							
8PM							
9PM							
10PM							

**Public Relations**

My signature at the bottom of this document indicates that I agree to allow the African American Unity Center/Brotherhood Crusade Mentor and Me Program to use any photographic image of me taken while participating in the mentoring program. These images may be used in promotions or other related marketing materials.



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## CRIMINAL AND BACKGROUND SCREENING

Understanding the importance of constantly maintaining a safe environment, African American Unity/Brotherhood Crusade created a written screening policy for all of its employees based on **best and accepted practices** such as the Department of Justice publication, *Guidelines for the Screening of Persons Working with Children, the Elderly, and Individuals With Disabilities in Need of Support* (Davis et al., 1998) and the *SafetyNet Pilot Program Manual* (August 1, 2006). The policy outlines the screening elements each candidate must complete, guidelines for selecting or disqualifying candidates, and clear instructions on interpreting the criminal history checks performed. Accordingly, as discussed below, Brotherhood Crusade, *at its discretion*, may perform up to three levels of screening on every mentor candidate in addition to evaluating the mentor candidate's response to the following question.

Have you ever been convicted of a criminal act?     Yes    No

If yes please explain: \_\_\_\_\_  
\_\_\_\_\_

### LEVEL 1 – BASIC SCREENING

The first level of screening is called Basic Screening. It involves a California Department of Justice (DOJ) Clearance and/or an FBI National Instant Criminal Background Check System (NICS) screening to determine whether a person has been convicted of a violent crime or serious felony with an emphasis on child and domestic abuse. Fingerprinting is also conducted by local law enforcement agencies or preferred fingerprint contractors, through LiveScan® or similar services.

Do you consent to Basic Screening?    Yes    No

### LEVEL 2 – INTERMEDIATE SCREENING

Intermediate Screening may include interviews with friends, family, co-workers, neighbors, and professional associations. It may also include a check of the central child/dependent adult abuse registry, state sex offender registry, nurse's aide registry record, motor vehicle record, and appropriate professional disciplinary boards.

Do you consent to Intermediate Screening?    Yes    No

Please provide **4 references**, one from a current /previous employer, or other professional who can validate your skills and abilities; and three from persons who have known you for at least three years (not a relative), and whom you would like to use as a character reference. Please list the **name, relationship to you, phone number, address, and email address** of each person you are using as a reference.

Any information the African American Unity Center/Brotherhood Crusade Mentor and Me Program gathers from these references will be held as confidential and not released to you, the applicant.



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1. Name: \_\_\_\_\_ Relationship: \_\_\_\_\_  
E-Mail: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_

Known for \_\_\_\_\_

2. Name: \_\_\_\_\_ Relationship: \_\_\_\_\_  
E-Mail: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_

Known for: \_\_\_\_\_

3. Name: \_\_\_\_\_ Relationship: \_\_\_\_\_  
E-Mail: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_

Known for: \_\_\_\_\_

4. Name: \_\_\_\_\_ Relationship: \_\_\_\_\_  
E-Mail: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_

Known for: \_\_\_\_\_



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### LEVEL 3 – ADVANCED SCREENING

Advanced Screening may occur after a minimum of nine months of program association if, at that time, the mentor desires to host the mentee at their place of residence. Should that be the case, mentors will be asked to consent to a home visit.

Do you consent to Advanced Screening?     Yes     No

### GENERAL PROVISIONS AND SIGNATORIES

As a mentor, you are required to meet with your mentee on a regular basis. Ideally, the youth participating in this program should have some form of mentorship at least 3 hours a week. In addition, you must attend regularly scheduled group activities and trainings. You are also encouraged to attend relevant Advisory Board meetings. The Advisory Board is the advisory and organizational board of the program. They will assign you to a mentee and track your progress through the program. These requirements help to ensure that a one-to-one relationship can be developed between you and the mentee. Though the program is flexible we expect the above outlined from our mentors.

African American Unity Center/Brotherhood Crusade will do its best to match you with a mentee who it believes will make a good match for you.

By signing below, you are verifying that the information in this application is true to your present knowledge.

Your Signature: \_\_\_\_\_

DATE: \_\_\_\_\_

Thank you for your interest in the African American Unity Center/Brotherhood Crusade Mentor and Me Program! Upon receiving and reviewing your application, we will contact you for an interview.

### ***Privacy Statement:***

African American Unity Center/Brotherhood Crusade has asked you to provide your name, contact information, and other personal information. If you choose to complete this form, the information collected or obtained will be used solely for the purposes of ensuring that, as a mentor candidate, you are qualified and suitable to work with children and youth in one-on-one, small group, and larger group settings. Application forms and all other forms of hardcopy media



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containing your private information are secured in locked file cabinets when not in use. Only authorized personnel with appropriate clearance are authorized to review this information. Similarly, all electronic media containing your private information is password protected with restricted access provided only to authorized personnel.

**With respect to information we share with others:** We will not share your personal information with any of our partners, any individuals who work on our behalf, or any other party requesting such information without your documented consent. However, in limited circumstances, African American Unity Center/Brotherhood Crusade may be required by law to disclose your information.

The Mentor and Me Program pledges to make every effort to protect both the privacy and rights of the mentees as well as of the mentors. African American Unity Center/Brotherhood Crusade will not collect or use your information for commercial marketing.