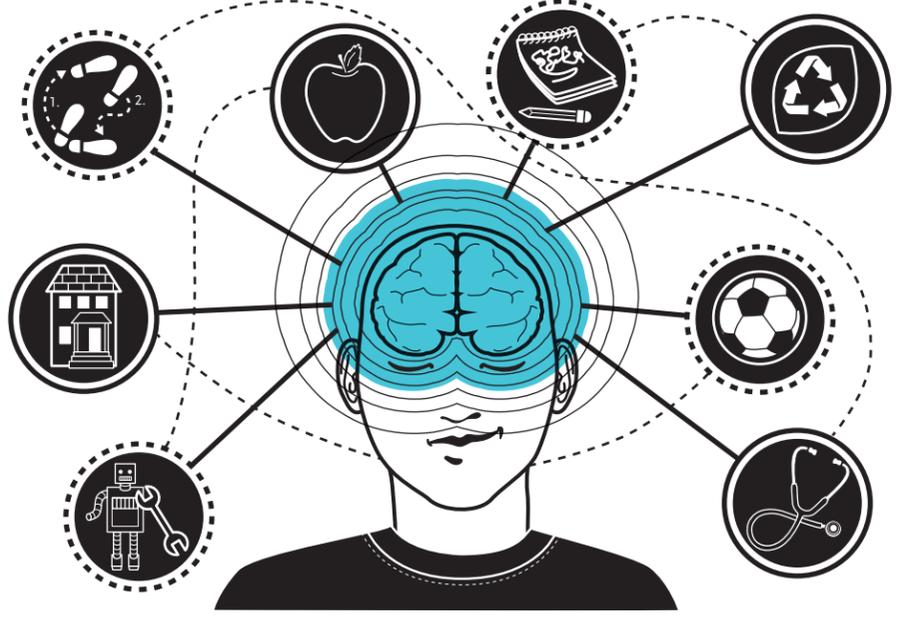


# So, you want to start a mentoring team? In 6 steps...

## 1: Brainstorm

Explore existing mentoring programs and match your skills and interests with the needs of one of our CCE community partners.



- ☐ Schedule a meeting with the CCE to talk about your ideas. Plan to do this one semester in advance.

## 2: Prepare

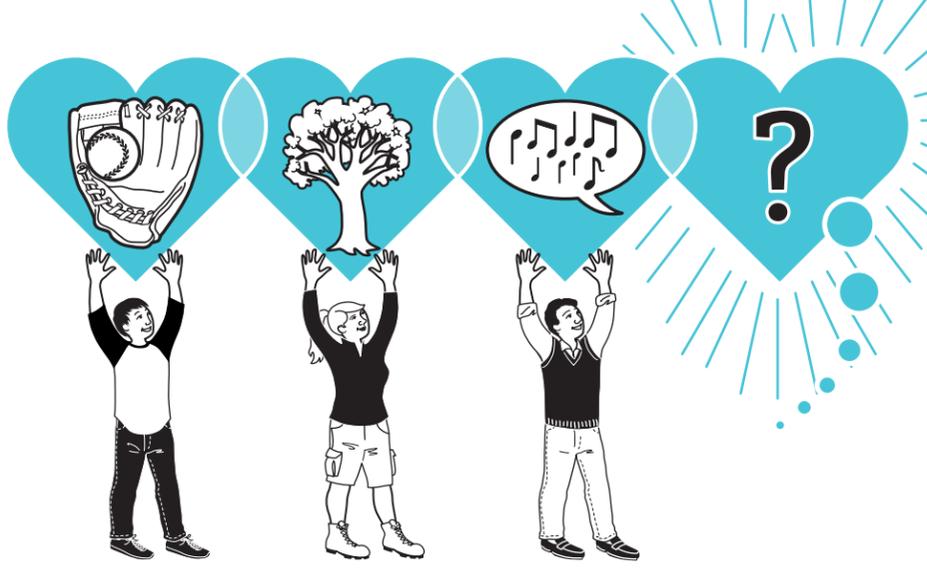
Work with the CCE to find a host organization for your program. Think about a theme or name to unify your team experience.



- ☐ Plan a semester of activities. Mentor teams typically meet for two hours each week.
- ☐ Need funding? Fill out a CCE Mentoring Fund application.

## 3: Build a team

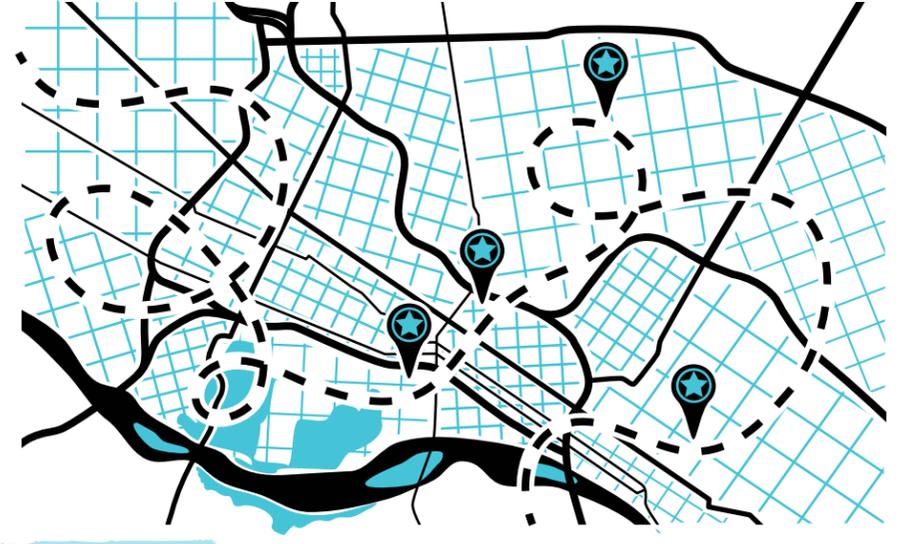
Find students to join your team and help prepare for the semester.



- ☐ Get the team registered and attend a CCE program orientation.
- ☐ Register your team for the UR service shuttle or organize a carpool.

## 4: Get out there

You have everything you need to get started, so get out there and get to know your mentees. It might be crazy at times, but you and the team will find what works.



- ☐ Have fun!
- ☐ Check in with the CCE after the first week and at a halfway point in the semester.

## 5: Regroup

It's easy to get caught up in a routine, so be sure to take a minute at the end to reflect. How did it go? What did you learn? How was the program received?



- ☐ Schedule a recap for the last day of service with the site coordinator and participants to celebrate and reflect.
- ☐ Survey team members, mentees, and site staff and discuss results with the CCE to begin planning for the future.

## 6: Look ahead

Put together a document with your team's vision and goals for the future of the program.



- ☐ Schedule a meeting with the team for input on long-term planning.
- ☐ Develop a list of lessons learned, successes, and best practices for the next group of team members.

Still have questions? Contact the CCE.  
Phone: (804) 484-1601  
Email: [engage@richmond.edu](mailto:engage@richmond.edu)

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[ENGAGE.RICHMOND.EDU](http://ENGAGE.RICHMOND.EDU)

*University of Richmond mentor teams connect to organizations that support positive youth development throughout Richmond.*

*Have an idea for an activity you could contribute to a mentoring program? Here's how the Bonner Center for Civic Engagement can help you get started.*

## **BUT FIRST, WHAT IS A MENTOR TEAM?**

*A mentor team is a group of UR students who work together in a program for youth at a school or organization in Richmond. Members are committed to mentoring relationships and offering guidance and support to their mentees.*

*As part of a team, mentors share responsibilities, support each other, and work together to sustain the mentoring program—and get to share the fun.*

# MAP TO MENTORING



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