**Elementary Success Mentor Description**

The goal of the Elementary Success Mentor program is to support students’ success in school. Success Mentors are volunteers who are willing to spend a little bit of time each day to connect and build relationships with one or more students so they feel valued at school, have someone to support them in achieving their goals, and cheer them on for coming to school every day! Success Mentors reduce chronic absence by creating a special sense of belonging, addressing attendance barriers by connecting students and their families to available resources, and assisting the school leadership in creating an engaging and positive school climate. Success Mentors are partnered with chronically absent students, who are at elevated risk of poor school outcomes, and ultimately of dropping out. They serve as advisors, motivators, connectors, and confidence-builders for students and their families.

**For the course of an entire school year, Success Mentors are responsible for engaging in the following activities with their mentees**:

1. Meet and greet your mentee in the morning (at least three times a week).
2. Reach out and engage your mentee’s family.
3. Call home if your mentee misses school.
4. Meet with mentees 1-on-1 or in small groups.
5. Monitor if attendance is improving for your mentee.
6. Recognize and celebrate successes.
7. Work with school staff for support and intervention.

Success Mentors operate with the support of the Success Mentor Site Coordinator who is available to offer support as well as help the mentor seek guidance, as needed, from the Principal, other school staff and the district administrators. Success Mentors are responsible for keeping the site coordinator informed of progress as well as challenges they may face in working with their mentees. In order to serve as a Success Mentor, volunteers will need to participate in an orientation as well as subsequent check-in meetings and/or calls or emails to stay in touch about how the mentoring relationship is progressing.

**Additional Qualifications:**

* Enjoys connecting with children.
* Comfortable connecting with parents and other adult family members.
* Creative, responsible, organized, flexible, self-motivated.
* Interested in learning about community resources.
* Is energetic and engaging.
* Respectful of differences and collaborative in seeking solutions in partnership with students and families.
* Must submit to and successfully pass a National Sex Offender Public Registry check.
* Must submit to and successfully pass a state criminal background check administered by the School System.

(Version July 27, 2015)