



MMI MARYLAND MENTORing Institute

Improving program quality to improve youth outcomes

Baltimore City Cohort Application Information Packet

Application Deadline:
Sunday, June 17, 2018 @ 11:59PM

Apply Online:
www.marylandmentor.net/mentoringinstitute

in real life

Sponsored By:





About Maryland MENTOR

Maryland MENTOR is the newest statewide mentoring affiliate of MENTOR: The National Mentoring Partnership. The shared mission of MENTOR and Maryland MENTOR is to increase both the quality and quantity of mentoring relationships. Maryland MENTOR seeks to deliver on this mission by supporting, through training, technical assistance, and connection to resources, all the mentoring organizations throughout the state who have been called to do this work. We are intent on making progress toward closing the mentoring gap and ensuring that all mentoring relationships in Baltimore are safe and effective.

Maryland MENTOR is uniquely positioned to work with local organizations to increase their capacity, effectiveness, and to provide relevant and customized evidence-based training, technical assistance and support. Research of programs with strong youth outcomes has shown that the consistent use of quality standards and training for youth workers are key to delivering the high-quality programs that all youth need and deserve.

About the Maryland MENTORing Institute

The Maryland MENTORing Institute – Baltimore City Cohort will provide immediate support to a select number of Baltimore City based mentoring programs that could benefit from an immersive experience centered around instituting research- and evidence-based quality standards and best practices. These best practices include mentoring along with training volunteers and program staff, while building capacity to allow for sustainability and growth of programs.

The Maryland MENTORing Institute – Baltimore City Cohort will be a 12-week mentoring intensive, designed to provide each participating organization/leader with the tools, resources, training and support needed to run an effective, safe, quality-focused mentoring program. Organizations will undergo a suite of 5 trainings, receive an average of 20-25 hours of technical assistance, and host a mentor recruitment fair to benefit theirs and other programs/organizations in Baltimore City.

Maryland MENTORing Institute goals:

- Familiarize mentoring programs with the *Elements of Effective Practice for Mentoring 4th Ed.*
- Support mentoring programs in the implementation of mentoring quality standards
- Assist mentoring programs to create and complete an Improvement and Innovation Plan (IIP)
- Create stronger networks of mentoring programs to support and connect each other to opportunities and encourage collaboration





Selection Criteria

All persons that apply must meet the following criteria:

- Be a program leader of a Baltimore City based mentoring program, at least 18 years of age
- Demonstrate an interest and willingness to incorporate quality mentoring program best practices into their organization, exemplified through the application process.
- Be a passionate mentoring field practitioner excited about continuous learning and professional development as a means to better support the young people in your organization

Note: 3 individuals can participate in MMI in Baltimore City per organization, only one application necessary

Investment

Tuition costs are fully subsidized thanks to the support of the Mayor's Office of Human Services and the National Mentoring Resource Center. This includes face-to-face engagements, reading materials, instructional technology, and technical assistance from mentoring consultants.

MMI Candidate Profile

In addition to meeting the above selection criteria, successful candidates for the 2018 Maryland MENTORing Institute in Baltimore City should describe their personal and professional goals in the following ways:

Candidates should desire to:

- Access greater resources
- Strengthen their connection to the mentoring field
- Build a relationship with a mentor in their focus field
- Refine leadership skills
- Make significant impacts to improve outcomes for the young people served
- Be a change agent

Successful candidates for the 2018 Maryland MENTORing Institute in Baltimore City will also demonstrate the following traits:

- Commitment to the field, with at least 3 years of experience
- Capacity to make data driven decisions, including data collection and analysis
- Attend all cohort sessions
- Actively participate in all cohort sessions

The Maryland MENTORing Institute Experience

For this pilot initiative, up to 3 applicants (plus an additional three representatives from each program) will be selected as follows through a competitive application process.

Date	Activity
Monday, June 11-Sunday, June 17, 2018	Institute application open
Tuesday, June 12, 2018, 7P-8:15PM	Mentoring Institute Webinar Info Session #1
Thursday, June 14, 2018, 7P-8:15PM	Mentoring Institute Webinar Info Session #2
Sunday, June 17, 11:59 PM	Institute application closes
Monday, June 18-Friday, June 22	Application review/selection process
Tuesday, June 26-Thursday, June 28	Applicants are notified of selection status
Friday, June 29	3 Baltimore City mentoring organizations announced as inaugural cohort of BCMI
Saturday, June 30-Monday, July 9	Mentoring Consultant makes initial contact with their assigned cohort organization
Wednesday, July 11, 6P-8:30P	Baltimore City Mentoring Institute participants - Kick-off meeting/participant orientation
Wednesday, July 18, 6P-8:30P	TRAINING MOD #1 – Mission, Vision, Program Design, Logic Model Review/Creation
Wednesday, July 25, 6P-8:30P	TRAINING MOD #2 – Elements of Effective Practice for Mentoring 4 th Edition (EEP4): Standard 1: Recruitment & Standard 2: Screening
Wednesday, August 1, 6P-8:30P	TRAINING MOD #3 – EEP4 Standard 3: Training & Standard 4: Matching and Initiating
Wednesday, August 8, 6P-8:30P	TRAINING MOD #4 – EEP4 Standard 5: Monitoring & Support & Standard 6: Closure
Wednesday, August 15, 6P-8:30P	RECAP / Final Session – Closing Ceremony & Certificate Presentation
Saturday, August 25, 2018, 12P-2P	BALTIMORE CITY MENTOR RECRUITMENT FAIR (Location TBD)





Core Competencies

Participants in the Baltimore City Mentoring Institute will be trained according to 6 Elements of Effective Practice for Mentoring:

- Recruitment
- Screening
- Training
- Matching and Initiating
- Monitoring and Support
- Closure

Benefits of Participation

In addition to the topic-specific learning sessions outlined above, Academy fellows receive the following benefits by participating in the program:

- **Access to Institute member only Facebook Group.**
- **Opportunities to Contribute.** Opportunities to provide content to be published on the Maryland MENTOR website blog and/or social media campaigns during and after participation in the Institute.
- **Enhanced Network.** Access to a diverse network of field leaders, practitioners, policymakers, philanthropists, and content experts, including a formal, guided mentoring relationship with a mentoring program consultant from the Maryland MENTOR TA team.
- **Ongoing Practitioner Support.** Graduate fellows matriculate through the program and are afforded ongoing support over time. Graduates also remain connected to the Academy through various communication, professional development and evaluation opportunities, and the opportunity to mentor future fellows.
- **Mentoring.** Each fellow will have individual and small group mentoring with specific support based on self-selected programmatic challenges and a mentoring consultant expert.
- **Stipend and other incentives.** Completers of the Institute will receive a stipend and incentive package valued at over \$6000, including a program mini-grant, registration for the 2019 National Mentoring Summit, program consulting, materials & more!





Maryland MENTORing Institute Admissions Process

All application responses, associated attachments, and reference forms are to be submitted using the online form available at <https://goo.gl/forms/mNCWbKnfcjioeLU63> and must be received by:

Sunday, June 17, 2018 @ 11:59pm

The 2018 Baltimore City Mentoring Institute admissions process includes the following components:

- *Online Application.* In addition to the general application questions, through the online application, candidates will submit:
 - Up to date professional resume
 - Bio
 - Short answer and essay responses
- *Required Letter of Recommendation.* Can be from a community partner, civil servant, current/former supervisor, non-familial personal reference, or other professional reference
- *Final Selection.* All applicants will receive an invitation or regrets by Thursday, June 28, 2018.

2018 Maryland MENTORing Institute Application

The materials list below will outline requirements for the 2018 Baltimore City Mentoring Institute. You may use this list to complete the application and short-answer essay questions before pasting them into the online application form.

Section 1: Personal/Supporting Organization Information

- You will be asked to answer basic questions about yourself and the organization for which you work

Section 2: Professional Experience & Education

You will be asked to:

- List all distinctions, awards and honors that you have received (academic, government, business, volunteer) beginning in college. Include the date or year received and a brief description
- List any publication or research that you have been a part of include the title of the work and your role in the work

Required Uploads:

- **Resume.** Your resume should be a clear, concise representation of your professional experience, including your current position, relevant past positions, education, and volunteer experience.

Section 3: Short Answer Questions

- **Biography:** Use this space to provide a brief overview of your professional accomplishments and expand on the critical personality traits that make you unique.
- Describe a time in your life that you felt most fulfilled



2018 Maryland MENTORing Institute Application (cont'd)

Section 4: Essay Questions (pick one)

- What are your professional goals, and how do you think the BCMI will promote them? Include in your answer both short and long-term goals as well as the skills you seek to develop through your time in the program.
- The Baltimore City Mentoring Institute is designed to bring practitioners together from the field of focus to maximize the sharing of perspectives and best practices. Please describe how you might contribute to and leverage this opportunity.

Section 5: NMRC Application

As a condition of this application, you must apply through the NMRC to receive free Technical Assistance. Please apply prior to submitting the application and upload a screenshot of your confirmation. Apply to NMRC here: www.nationalmentoringresourcecenter.org

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