



NORTH KANSAS CITY SCHOOLS CAREER MENTORSHIP PROGRAM

Program Overview 2023-2024

Now, more than ever before, young adults in our community need role models, encouragement, and face-to-face interaction. Can you think of a mentor in your life who influenced your decisions, habits, or future for the better? You could be that mentor to a high school student! North Kansas City Schools is currently recruiting local business and community mentor volunteers who would like to share their time and wisdom with our students.

Our goal each year is to connect *11th grade students* with a mentor volunteer who can guide their academic and career decisions. Mentors are carefully matched to small groups of two to three students (no more than 4 students). Mentors meet with students monthly on campus at their high school. All agendas, materials, and training are provided! See below for quick program facts and specific meeting dates and topics. Visit us on the web for more information.

Mentor-Student Session Details:

- **Commitment:** Mentors make an 8-month commitment: one meeting per month from October to May. It is important that mentors attend each and every session.
- **Session Topics:** Agendas for each meeting are pre-planned activities that focus on topics such as: SMART Goals, Academic Success, Action Planning, Career Planning, and Resume & Interview Skills.
- **Location:** Sessions are held at each of our four high schools, supervised by NKCS staff.
- **Dates:** Mentor monthly sessions are typically held on the 3rd Wednesday of each month. Exact dates are pre-scheduled and can be found on the next page as well as on our district website.
- **Times:** Sessions are each 60 minutes in length including mentor announcements prior to each student meeting. All meetings will occur from 10:30 a.m.-11:30 a.m.

Mentor Volunteer Steps to Apply:

- (1) **Register** using the link below. This link will also include Mentor Profile. (Registration Window: **July 17, 2023 – September 15, 2023**) <https://forms.gle/eqFq2LXGwH2ZAGP87>
- (2) **Complete Background Check and Fingerprints** prior to first meeting (details on web). *If you participated last year and we have your background check on file, you will not have to resubmit.*
- (3) **Attend Mentor Orientation** (choose one from dates below)
- (4) **Match-up** is done by NKC Schools staff who match you to a student group fitting your submitted profile

Important Program Dates:

- Sept 15th** - Deadline for mentor volunteers to apply; profile application form on web.
- Sept 6th** - Mentor Orientation Option A at 1:00 p.m. am via Zoom.
- Sept 8th** - Mentor Orientation Option B at 9:00 a.m. via Zoom.
- Sept 21st** - Mentor Orientation Option C at 9:00 a.m. via Zoom.
- Sept 26th** - Mentor/Student mingle match up (*Highly suggested as this meeting will allow us to match students for the year.)
- Oct 17th** - The first kick-off mentor-student sessions of the school year at each high school!

Contact: For questions, please contact Director, Work-Based Learning, Shannon C. Shelton at shannon.c.shelton@nkcschools.org.

MONTH	MEETING TOPIC	DATE/TIME	LOCATION	DESCRIPTION & DETAILS
September	Mentor Orientation A, B, C (Required for all new mentors; choose one date) *Deadline to register is Sept. 15th	Wed. Sep 6 th @ 1:00 p.m. Friday Sep 8 th @ 9:00 a.m. Wed. Sep 21 st @ 9:00 a.m.	NKC Schools Central Office (Zoom optional available)	A 45-minute orientation is mandatory for all mentors and covers mentor program paperwork, session agendas, mentoring tips, and Q&A. Mentors choose one from dates left.
September	Mentor/Student Matchup Mingle	Tues. Sept. 26 th @ 10:30am **Highly suggested meeting	North Kansas City Oak Park Staley Winnetonka	This will be a 45-minute informal meet-and-greet for students and mentors to meet each other in order to provide placements for the school year.
October	Mentor-Students Session 1: Match Up, Introduction, and Communication	Tues. Oct. 17, 2023 ▸10:30 a.m.- 11:30 a.m.	North Kansas City Oak Park Staley Winnetonka	Mentors will meet student matches, do an all-group introduction, and then complete an activity about communication styles and plan out a Team Communication Agreement for the year.
November	Mentor-Students Session 2: Self-Esteem, SMART Goals & Action Planning	Tues. Nov. 14, 2023 ▸10:30 a.m.- 11:30 a.m.	North Kansas City Oak Park Staley Winnetonka	Mentors and students will do an activity about self-esteem then set SMART goals and an action plan for the year.
December	Mentor Mingle: Networking & Sharing (No Students)	Tues. Dec. 12, 2023 ▸10:30 a.m.- 11:30 a.m.	NKC Central Office (Professional Development Center) 6465 N. Prospect Ave. Gladstone, MO 64119	Mentors will meet to mingle, plan job shadows, and share about their mentoring experience this far. (No students).
January	Mentor-Students Session 3: Post-Secondary, Career, and Training Q & A Panel	Tues. Jan. 16, 2024 ▸10:30 a.m.- 11:30 a.m.	North Kansas City Oak Park Staley Winnetonka	Mentors will act as panelists and share about their college/post-secondary education, career, and training experiences. Students will ask questions and reflect on their own options for education after high school.
February	Mentor-Students Session 4: Resume & Interview Skills	Tues. Feb. 20, 2024 ▸10:30 a.m.- 11:30 a.m.	North Kansas City Oak Park Staley Winnetonka	Students will each bring their Mentors a draft of their resume for review and revision. Mentors will also go over interview tips with students.
March	Mentor-Students Session 5: Job Shadow Field Trip Day	WINDOW: March 1 - 30, 2024 *Mentors must have completed background checks and fingerprints in order to chaperone this trip.	TBD by mentor	Mentors will schedule a fieldtrip job shadow day (during time window listed), for students to visit their place of work or other career-related location. Mentors are encouraged to team up with other groups for this experience!
April	Mentor-Students Session 6: Road Map Interviews	Tues. April 16, 2024 ▸10:30 a.m.- 11:30 a.m.	North Kansas City Oak Park Staley Winnetonka	Students will formally interview their mentor about his or her life "roadmap." Mentors in turn will interview the students about their long-term "roadmap" plans.
May	Mentor-Students Session 7: Future Planning/Closing Celebration	Tues. May 14, 2024 ▸10:30 a.m.- 11:30 a.m.	North Kansas City Oak Park Staley Winnetonka	Mentors will guide students through a "Future Plan" template to promote discussion of student plans for summer, grade 12, and college applications. Mentors and students will also celebrate achievements of the mentoring experience with positive reinforcement, recognition, and refreshments.

Link to the registration form can also be found here: <https://forms.gle/eqFq2LXGwH2ZAGP87>