

## **Application & Matching Process Overview**

We are pleased and thankful that you are interested in becoming a volunteer in the RUSC Kinship Mentoring program. We have a stringent application process in order to ensure the safety of all of our kinship partners. We hope that the following information will help answer any questions you may have about the application and matching process. If you have further questions about the process, feel free to contact our Executive Director.

1. Complete the enclosed volunteer application form, including the Authorization For Release of Information forms attached.
2. RUSC Kinship performs background checks on all volunteers and staff including state/county background checks, and national background checks including address/social security verification.
3. Reference forms will be sent to the personal references you have listed on your application form.
4. You will be contacted to make arrangements to schedule an interview to assist our staff in the matching process. We would love to visit with you in your home for this interview so that we can get to know you better but, it is not necessary to become a mentor.
5. You will then be invited to attend a training session to help you understand your role as a mentor.
6. When our staff and screening committee feel we have found a good match for you, you will be contacted with information on one or more youth available as a prospective match. Once a prospective match is identified a meeting will be scheduled with you, the youth, and the youth's family/guardian. Both parties will have the opportunity to accept or decline the match.
7. Once a match is confirmed you will be expected to spend, on average, one hour per week, or four hours a month with the youth for at least one year. The schedule for meetings is your responsibility and to be arranged at the convenience of both parties. In addition, RUSC Kinship will be sponsoring monthly activities to support the match (kids are welcome to activities whether they are matched or un-matched, with or without their mentor present).
8. RUSC Kinship Mentoring staff will contact you monthly for your first year of your match and as needed to see how the match is going, but you are encouraged to contact the Executive Director at any time, particularly if difficulties with your match arise. You will be asked to keep track of your time spent with your mentee. This information will be used for program funding and reporting.