



Best Practices



Overview

- No more than 2 students per e-mentor
- E-mentors need to come from an employer partner
- E-mentoring relationship needs to be project based and be lead by project manager (teacher)
- Projects bring outside expertise into the classroom
- Investment from school leadership and corporate leadership

Project

- Ask mentors to send first message
- Weekly messaging directed by project manager (teacher)
- Supports curriculum
- Appropriate closing
- Participate in face to face visit at school or employer location

Project Manager (Teacher)

- Introductory message to mentors about school, students and expectations
- Parent/Guardian Permission for all participating students
- Communicate how project can benefit his or her students
- Leader among his or her peers
- Invested in the e-mentoring project
- Monitors the communication between mentors and mentees
- Understands time it will take to make project successful
- Send monthly check-in e-mail to mentors

Length

- Semester or year long projects
- Clear start and end dates
- Set realistic goals for communication each week between mentors and mentees

Students & Mentors

- Incentive through credit for participation
- Use 'Getting to Know You' questions to build relationship
- Understand their expectations about conversation topics and frequency of message exchange

School Leadership

- Knowledge of costs of involvement, liability, safety of students and extra work for teacher

For more information, contact YouthFriends at 816.842.7082 or visit youthfriends.org.