

New Mentors are required to attend all of the mentor training sessions. There are make-up assignments in the event a mentor cannot attend a session.

LERN 10: Mentors may take the trainings for 1 unit credit by enrolling in LERN 10, Introduction to Tutoring and Mentoring: **CRN 75511, Sec. 592**. Class will meet on several Fridays or as arranged. Mentors must be able to attend all of the scheduled meetings to receive the 1 unit of credit. See Chris Francisco in Batmale 366 to add. Most of the Mentor Training will be shared with the LAC Tutor Training.

Workshop	Time and Place	Make-up:If you cannot attend session
Orientation to Mentoring	<p>Required for all New Mentors</p> <p>Please select just one day to attend of the 2 options.</p> <p style="text-align: center;">Option 1: Fri, Aug 27 2:00-3:00 pm ARTS 310</p> <p style="text-align: center;">Option 2: Thurs, Sept 2 2:00-3:00 pm ARTS 310</p>	<ul style="list-style-type: none"> • Read Orientation Packet • Submit Completed Forms: <ul style="list-style-type: none"> ○ Student Expectations ○ Signed Student Contract ○ Information Form ○ Volunteer forms or Student Personnel Hire forms
<p>Orientation to Mentoring; General discussion of challenges and successes, Issues of confidentiality and harassment, Nuts and Bolts of paperwork. (Choose to attend one of the two options.)</p>		
Introduction to Mentoring	<p>Required for all New Mentors</p> <p style="text-align: center;">Option 1: Fri, Sept 3 2:00-4:30 pm ARTS 310</p>	<ul style="list-style-type: none"> • Read Mentor Training Manual, Pp 1-13 • Submit Completed Forms: <ul style="list-style-type: none"> ○ Page1 ○ Page 4 ○ Peer-Mentor Inventory Form, Appendix ○ Page 13, Barriers • Write a brief paragraph reflecting on your answers to the Inventory Form • Write a 2 page summary and reflection of pages 1-13, in which you discuss areas that were of most interest to you.
<p>Mentor roles, responsibilities, and processes: Goal setting with your mentee; negotiating contracts and agreements on what is to be accomplished during the semester, mentoring "do's and don'ts" and CCSF Resources.</p>		
<p>The training sessions on the following page will be conducted by co-facilitators, OMSL Coordinator, Chris Francisco and Learning Assistance Chair, Nadine Rosenthal. In these sessions, mentors and tutors will come together to discuss effective peer-support techniques and other relevant issues.</p>		

Please contact Chris Francisco, Coordinator, Office of Mentoring and Service-Learning with any questions: (415) 239-3771 or cfrancis@ccsf.edu , or stop by the office on Ocean campus in Batmale 366.

Workshop	Time and Place	Make-up: If you cannot attend session
Effective Peer-support techniques: Positive reinforcement and Questioning skills.	Friday, Sept 10 2:10 - 5:00 pm ARTS 302	<ul style="list-style-type: none"> • Read Tutor Manual pages 19-27 • Complete Reflective Paper, page 27. Submit to Chris Francisco • View DVD materials for reinforcement
Effective Peer-support techniques: Listening skills and Study skills.	Friday, Sept 17 2:10 - 5:00 pm ARTS 302	<ul style="list-style-type: none"> • Read Tutor Manual pages 29-38 • Complete Reflective Paper, page 38. Submit to Chris Francisco • View DVD materials for reinforcement
Multicultural Awareness	Friday, Sept 24 2:10 - 5:00 pm ARTS 302	<ul style="list-style-type: none"> • Read Tutor Manual pages 39-44 • Complete Reflective Paper, page 44. Submit to Chris Francisco • View DVD materials for reinforcement
Learning Styles and Strategies,	Friday, October 1 2:10 – 5:00 pm ARTS 302	<ul style="list-style-type: none"> • Read Tutor Manual pages 45-49 • Complete Reflective Paper, page 49. Submit to Chris Francisco • View DVD materials for reinforcement
Various Topics and Practice	Friday, October 8 2:10 – 5:00 pm ARTS 302	<ul style="list-style-type: none"> • Final paper due • View Segment 8 from DVD
Student Recognition and Reflection: Awarding of Certificates and Presentations	Date: TBA 3:30-5:00 Pierre Coste Room	No make-up: Mentor and SL Student reflection on successes and challenges. Awarding of certificates.

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