

## ***Hello Volunteer Applicant!***

Thank you for starting the enrollment process with Big Brothers Big Sisters of London and Area (BBBSOLA). We are excited that you are interested in volunteering with us and we are looking forward to getting to know you.

**Please read the following information prior to attending your volunteer interview.**

If you have questions or concerns, please bring them with you when you attend your interview. Our staff will be more than happy to discuss them with you.

### **Vision and Mission of Big Brothers Big Sisters of London and Area**

***Vision:*** All young people realize their full potential.

***Mission:*** Enable life-changing mentoring relationships to ignite the power and potential of young people.

## Volunteer Opportunities at Big Brothers Big Sisters of London and Area

<p><b>In-Community 1:1 Mentor</b></p>	<p>As an in-community 1:1 mentor you will provide a young person who faces adversity with another caring adult in their lives – someone who they can talk to and share their experiences of growing up with. Through regular outings in the community, you will develop a relationship with your Little that is built on trust and common interests, and is supported by our dedicated case-workers. The result is a life-changing experience for both you and the Little.</p> <p>Click <a href="#">here</a> for a program description.</p>
<p><b>In-School Group Mentor (at the elementary level)</b></p> <p><b>(Go Girls! and Game On!)</b></p>	<p>As an elementary school group mentor, you must be between the ages of 18-30. You will be involved in either Go Girls! or Game On! as described below.</p> <p>Go Girls! Healthy Bodies, Healthy Minds is a program for girls ages 12-14 that focuses on physical activity, balanced eating and self-esteem. The single, most important goal of the program is to positively shape the lives of young women and girls by helping them build a positive self-image – setting them on a path to reach their full potential in life.</p> <p>Game On! Eat Smart, Play Smart, Live Smart is a program for boys ages 12-14 that provides them with information and support to make informed choices about a range of healthy lifestyle practices. Participants engage in non-traditional physical activities (always with a healthy snack), life skills and positive discussions that encourage them to achieve their full potential.</p> <p>Click <a href="#">here</a> for program descriptions.</p>
<p><b>In-School 1:1 Mentor (at the elementary level)</b></p>	<p>As an in-school 1:1 mentor, you will provide a young person who faces adversity with another caring adult in their life – someone who they can talk to and share their experiences of growing up with. Through weekly visits on school grounds, you will develop a relationship that is built on trust and common interests, and is supported by our dedicated case-workers. The result is a life-changing experience for both you and your Little.</p> <p>Click <a href="#">here</a> for a program description.</p>

<b>Administrative Volunteer</b>	We are always in need of help with office work! As an administrative volunteer, you will dedicate a minimum of 15 hours per week on a consistent basis (during normal work week hours) to help us with duties such as answering phones, serving at reception, filing and providing other clerical support.
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## Enrollment Process

Enrollment is a 7-step process. It is critical that each step is completed.

<b>Step One</b>	Application
<b>Step Two</b>	Volunteer Interview
<b>Step Three</b>	Volunteer Training
<b>Step Four</b>	References Completed
<b>Step Five</b>	Clear Police Check (for Vulnerable Populations) Submitted to Agency
<b>Step Six</b>	Successful Completion of a Home Assessment (for in-community programs only)
<b>Step Seven</b>	Final Team Assessment

*Note that for some candidates, there may be extra steps to enrollment not included in this guide.*

### **Step One: Application**

An Application Form is available on the website, and **must** be completed prior to your interview. If you do not have access to the Internet, a hard copy will be made available.

### **Step Two: Volunteer Interview**

The volunteer interview is conducted at our agency and takes approximately 1.5 hours. The purpose for this interview is to get to know you, learn about your strengths, and why you want to become a mentor.

### **Step Three: Volunteer Training**

Our training comes in two parts: 1) our *Strong from the Start* general pre-match training; and 2) training specific to the program you signed up for. You must successfully complete both parts of training to move on with the process.

The Program Specific training focuses on the role of mentor, the relationship, and expectations for you.

We will also cover our *Strong from the Start* pre-match training, where we discuss safety and security and the support you can expect from the agency. *Strong from the Start* training covers how to create strong, healthy friendships, and what you can do to ensure that you and your group of mentees are ready for a successful mentoring experience. At the end of *Strong from the Start* training you will have learned about how to keep your group safe, both physically and emotionally.

#### **Step Four: References**

Below are the types of references you are required to submit:

- Personal reference\*
- Family reference\*
- Employment reference
- Volunteer reference (if applicable)
- Significant other reference (if applicable)

*\*Note that your references must have known you for at least two years.*

References are submitted by means of an online form. Please bring these names and email addresses to your volunteer interview.

#### **Step Five: Police Check**

A new clear police check is also a requirement to any volunteer position within our organization.

**If you have a clear vulnerable sector police check that has been done within the last six months, please bring it in.**

#### **Step Six: Home Assessment (for in-community programs only)**

BBBSOLA staff will visit volunteer applicant's home to assess suitability for a child to visit.

#### **Step Seven: Final Team Assessment**

At the end of your enrollment, after references and police checks are completed successfully along with the above steps, a final team assessment is done. The team assessment is done by the Enrollment Team and ensures that all volunteer applicants being accepted into the program are meeting agency and Big Brothers Big Sisters of Canada's National Standards, are able to commit to the length of time of program, can provide a safe and stable role model to youth and demonstrate an ability to value communication.

Once you have completed all steps, CONGRATULATIONS! You are an approved Big Brothers Big Sisters of London & Area mentor! We look forward to working with you.

**Soon it will be time for you to make a little someone very happy!**

### Our Location

Big Brothers Big Sisters of London and Area  
415 Wharncliffe Rd S  
London, ON N6J 2M3  
Phone: 519-438-7065

