September 17, 2008

DIRECTIVE:	JOB CORPS PROGRAM INSTRUCTION NO. 08-09

TO: ALL JOB CORPS NATIONAL OFFICE STAFF
ALL JOB CORPS REGIONAL OFFICE STAFF
ALL JOB CORPS CENTER DIRECTORS
ALL JOB CORPS CENTER OPERATORS
ALL NATIONAL TRAINING AND SUPPORT CONTRACTORS
ALL OUTREACH, ADMISSIONS, AND CTS CONTRACTORS

FROM: ESTHER R. JOHNSON, Ed.D.
National Director
Office of Job Corps

SUBJECT: National Cares Mentoring Movement

1.   <u>Purpose</u>. To provide the Job Corps community with information on the National Cares Mentoring Movement (NCMM) and to announce the registration of Job Corps centers with MENTOR's National Mentoring Database.

2.   <u>Background</u>. This year, the National Office of Job Corps has been conducting research on national organizations involved in mentoring and other volunteer activities that support Job Corps' Speakers, Tutors, Achievement, Retention, and Success (STARS) program. As a result, Job Corps has been in communication with Susan Taylor, founder of NCMM, which was established to support "at-promise" youth by linking them with effective and well-recognized community organizations that provide them with mentors, and by recruiting mentors to work with those organizations.

NCMM is not itself a mentoring program; rather, through its coalition of trusted national and local partner organizations and leaders committed to working together to solve the escalating crisis among our youth, it reaches out to mobilize massive numbers of caring adults and connect them with existing local mentoring organizations that support young people. In effect, NCMM operates as a brokering agency connecting mentors with youth in need of guidance and support. By partnering with NCMM, Job Corps will leverage established mentorship networks at the local, regional, and national levels.

Job Corps stands to benefit from partnering with NCMM through the National Mentoring Database. By registering Job Corps centers in this database, thousands of volunteers will have access to mentoring and volunteer opportunities at every center. This national network will not only increase Job Corps exposure within the workforce development/volunteer community but

will also expand the program's outreach capabilities through referrals of youth to the Job Corps program. Additionally, staff will benefit from resources such as NCMM's professional network.

3.   Action. On September 19, 2008, the National Office will begin to register individual Job Corps centers with the National Cares Mentoring Movement. It is projected that all centers will be registered by September 26, 2008. By registering, each Job Corps center will be listed, by NCMM and other networks, as an entity that sponsors mentoring programs and is need of mentors.

Job Corps centers may start receiving referrals of volunteers and mentors immediately after registration. Please respond to mentor or volunteer referrals within 2 business days. If there is not an immediate need for the services of potential mentors/volunteers, please inform them promptly. If there is a need that can be filled immediately, the center should make every effort to ensure that an appropriate match is made between mentor and mentee.

Once registration has been completed, each Center Director will receive a short e-mail from the National Office confirming that the center has been registered and providing information on how to update your center's information.

Over the next few months, the National Office will contact centers to collect information on any activity that may have occurred as a result of this registration, and to provide technical assistance. Keep a record of mentors/volunteers that are referred by NCMM and the types of activities that occur. A report format for tracking such information will accompany the registration confirmation referenced above.

4.   Expiration Date. Until superseded.

5.   Inquiries. Inquiries should be directed to Yolanda Logan at (202) 693-3144 or logan.yolanda@dol.gov, or Elizabeth Destreza at (202) 693-8008 or destreza.elizabeth@dol.gov.
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