

Standard Five – Match Strategy

Policy 5.1 Match Strategy Policy and Criteria

- It is this agency’s policy that the mentoring program shall have a well-documented Mentor/Mentee Match Strategy Policy and may consist of the following **Match Criteria**:
 - Gender and Age
 - Same gender matches
 - Adult Mentor/Youth Mentee Matches – a minimum age difference of five years
 - Teen Mentor/Youth Mentee Matches – a minimum age difference of 3 years
 - Race
 - This agency actively recruits for a mentor applicant pool that reflects the racial and ethnic composition of the families in our program
 - This agency will not make match decision based solely upon race, however, this agency recognizes that some mentees may need the kind of rapport that comes from same-race matching as indicated and stated within the mentee application, mentee interests and parent/guardian feedback
 - Personality Attributes and Characteristics and Interests
 - Good judgment and instinct must be exercised to draw information and insight from an array of sources, including: mentor, mentee and parent interviews, mentor reference checks, mentee application, feedback from mentoring staff, direct observation and personality assessment tools.
 - Personality assessments may be useful to help facilitate matching
 - Residence/Location
 - Ideally, mentor and mentee will live near enough to each other to share a familiarity of each other’s neighborhoods.
 - Availability
 - Because it is essential for mentors and mentees to meet on a regular basis to develop a healthy relationship, matches are made between mentor/mentee who have compatible schedules.
 - Organic Match Gravitation
 - In some instances, a natural, organic matching process has occurred between a mentor/mentee through other relationship venues and they seek to develop a formal mentor/mentee relationship, thus organic gravitation matches will be honored.
- It is the policy of this agency, that whenever possible, a Match Event will be held to observe potential matches before making a final decision
- It is the policy of this agency that the Mentoring Director/Coordinator will make the final decision/approval of all mentor/mentee matches
- It is the policy of this agency that Match Rationale is documented in the match file (mentor file and mentee file)

Policy 5.2 Written Match Agreement

- It is the policy of this agency that a Written **Match Agreement** shall be developed, signed and implemented in each mentor/mentee match and maintained in the Mentor File and Mentee File

- It is the policy of this agency that the Written **Match Agreement** shall contain the following components:
 - Mentor/Mentee Contact Expectations
 - Documentation of the **Match Criteria**/Rationale
 - Documentation of the Match Conditions
 - Signatures (mentor, mentee, parent/guardian, mentoring staff)

Procedure: Match Strategy

State the agency's procedure to facilitate, manage and evaluate its match strategy policies and criteria

Policy 5.3 Required Forms and Documentation

- **Match Agreement**
- **Mentee Agreement**
- **Match Criteria**

GUIDE