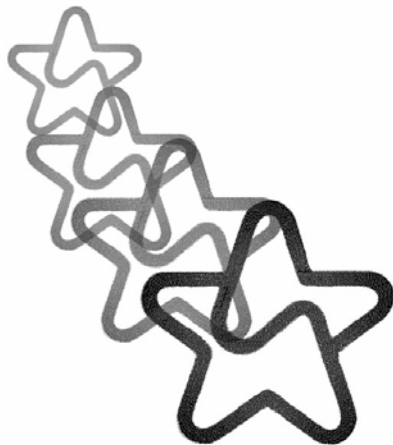


**KOREAN AMERICAN COALITION,
Washington, D.C., Area Chapter (KAC-DC),
Korean American Family Counseling Center (KAFCC)**

MENTORSHIP PROGRAM



***Educating,
Organizing,
Empowering***

HANDBOOK CONTENTS

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I. GENERAL INFORMATION ABOUT THE MENTORSHIP PROGRAM

After a successful youth mentorship program in 2003, The Korean American Coalition, Washington, D.C., Area Chapter (KAC-DC), in conjunction with the Korean American Family Counseling Center (KAFCC) are pleased to bring back the Mentorship Program to foster and encourage the social, emotional and intellectual development of Korean American youth in the DC Area. The KAC-DC & KAFCC Mentorship Program seeks to promote civic participation, community service, and Korean American issues through tightly knit mentor/mentee interpersonal relationships. The program provides an opportunity for both mentors and mentees to become involved with KAC-DC and the Korean American community at-large.

The Mentorship Program's objectives are:

- To encourage *working professionals and college/graduate students* to develop an active interest and participation in the leadership development of the Korean American community. Many mentors are able to develop a relationship with their mentee in their spare time and is a means through which they can realize the importance of continuity between the generations.
- To encourage *youth* to partake in community service and civic participation through guidance from their mentors. The mentors selected will be individuals who have a sense of participation within the Korean American community and will thus transmit this sense of duty to their mentees.
- To provide *youth* with advice and counsel about their life and career choices. Working professionals and college/graduate students can provide practical experience and networks that would otherwise be unavailable to these students.

II. GENERAL INFORMATION ABOUT THE CO-SPONSORING ORGANIZATIONS

KAC-DC

The Korean American Coalition (KAC) is a non-partisan, non-profit service, education, and community advocacy organization. Its mission is to facilitate the Korean American community's participation in civic, legislative and community affairs, encouraging the community to contribute to and become an integral part of the broader society. As a bilingual membership organization, KAC addresses concerns of the Korean American community by galvanizing first, second, and third generation Korean Americans into taking action. Members work to educate and empower themselves and the community on civic, legislative, and political issues.

Established in 1983 in Los Angeles, California, KAC has grown into a national organization with membership chapters in several cities along the West Coast, Alaska, and Hawaii, and affiliate organizations on the East Coast. With over a dozen full-time staff and a large base of volunteers, KAC provides a variety of direct and indirect services to the fast growing Korean American communities across the nation.

KAFCC

The Korean American Family Counseling Center (KAFCC) is a non-profit organization that exists to help Korean parents, youth, and children develop bicultural competence and coping skills to strengthen families and to function as productive citizens. KAFCC is dedicated to promoting and strengthening immigrant family unity by providing counseling, workshops, information, and referrals to families in need.

III. PROGRAM COMMITMENTS

Program Structure

KAC-DC's Mentorship program is an eight month commitment which will commence from the date mentor and mentees are matched.

Interested Mentors and Mentees must submit the Mentorship application. The application process allows KAC to provide the best match for mentors and mentees and to ensure that both parties are committed to participating in the program. All mentor applicants will go through an official criminal background check and child protective service record review.

There is a \$35 fee for mentees (per family), which will be used to offset the cost associated with the criminal background check.

KAC-DC will work focus on providing the volunteer mentors and Korean Family Counseling and Research Center and the Korean Community Service Center will focus on providing the middle school and high school mentees.

Each mentorship relationship must be maintained for 8 months in order to promote stability and provide effective mentoring to the mentee. At the end of the eight month mentorship program, both the mentors and mentees will receive a certificate acknowledging a successful completion of the program.

Commitments of a Mentor

- To attend at least one Mentor's Training Workshop
- To meet mentee in person at least once per month
- To communicate with mentee at least once a week via email or phone
- To provide a monthly report to the Program Coordinator at KAC and KAFCC

Applicants are welcome to submit applications on a rolling basis.

IV. APPLICATION PROCESS

To apply, please read the handbook and submit the Application and the Program Agreement Form. If you have any questions on volunteering as Mentors, please contact Elliot Lee at elliott@kacdc.org.



Korean American Coalition, Washington, DC Area Chapter

1001 Connecticut Ave., NW, Suite 730, Washington DC 20036
Tel. (202) 296-9560 • Fax. (202) 296-9568 • www.kacdc.org

If you are a middle school or high school student or the parent of the youth interested in participating in this program as Mentees, please contact Ms. Esther Chung at KAFCC at KAFCCounseling@aol.com

Korean American Family Counseling Center

1952 Gallows Rd, #340, Vienna, VA 22182
TEL: (703)761-2225,6 FAX: (703)761-2227
EMAIL: KAFCCounseling@aol.com Website: www.kafcc.org

KAC-DC Mentorship Program Mentor Application

General Information

Name _____ Driver's License #: _____

Address _____

Home Telephone _____

Cell phone _____

Email _____

Date of Birth: _____ Gender: ___M ___F

Employment Information

Employer _____

Job Title and Responsibilities _____

Work Address _____

Work Phone _____

Fax Number _____

Educational Background (from High school to most recent)

Name of Institution _____
Field of Study (if applicable) _____
Graduated? ___N ___Y; Date__

City, State _____
Dates of Attendance _____

Name of Institution _____
Field of Study (if applicable) _____
Graduated? ___N ___Y; Date__

City, State _____
Dates of Attendance _____

Name of Institution _____
Field of Study (if applicable) _____
Graduated? ___N ___Y; Date__

City, State _____
Dates of Attendance _____

Certification (if any) _____

Date _____

Additional Information

US Citizen: _____ Permanent Resident _____ International Student _____
Other _____

Mentee Preference (please circle): Middle School (7th & 8th, 9th grade) / High School (10th, 11th 12th grade)

Fluency in Korean (please circle):

Conversation: POOR / FAIR / GOOD / EXCELLENT

Reading/Writing: POOR / FAIR / GOOD / EXCELLENT

How did you hear about the KAC-DC Mentorship Program?

___ Persuasive Friend ___ KAC-DC Email/Website
___ Korean publication: Please indicate which _____
___ Other: _____

Personal Information

1. What experience, if any, do you have in being a mentor?

2. How do you hope to help your mentee through the KAC Mentorship Program? Include your goals and areas you would like to focus on if accepted into the mentorship program.

3. Please list any organizations (including KAC) in which you are a member or participate.

4. Please list your hobbies and interests

I certify that my answers are accurate and complete to the best of my knowledge.

Signature

Date

KAC-DC Mentorship Program
Student (Mentee) Application

Student Information

Name_____

Address_____

Home Telephone_____

Other Telephone_____

Email_____

Date of Birth: _____ Gender: ___M ___F

Parent Information

Father's Name_____

Mother's Name_____

Occupation_____

Occupation_____

Address_____

Address_____

Contact Number_____

Contact Number_____

Email_____

Email_____

School Information

Name of the Attending School:

Please check one: Public _____ Private _____ Magnet _____

School Address_____

Grade Level_____

Favorite Subject_____

Least Favorite Subject_____

Additional Information

Year Immigrated to U.S. (if applicable): _____

Fluency in Korean (please circle):

Conversation: POOR / FAIR / GOOD / EXCELLENT

Reading/Writing: POOR / FAIR / GOOD / EXCELLENT

How did you hear about the KAC-DC Mentorship Program?

___ Persuasive Friend ___ KAC-DC Website

___ Korean publication: Please indicate which _____

___ Other: _____

Personal Information

1. How do you hope to gain from this mentorship experience? List any specific questions or needs you may have.

2. Please list any activities or organizations in which you are a member or participant.

3. Please list your hobbies and interests

4. What are your career goals?

5. Any other information about yourself which may be helpful for a mentor to know?

I certify that my answers are accurate and complete to the best of my knowledge.

Signature

Date

KAC-DC MENTORSHIP PROGRAM AGREEMENT

I have read the KAC-DC Mentor Program Handbook and understand the roles and commitments that the program requires.

I am willing to commit to the following during the next 8 months :

- To attend the Orientation/Training and Introductory Meeting
- To meet at least once a month with my assigned mentor/mentee face-to-face
- To communicate at least once a week with my mentor/mentee via email or phone
- To provide feedback to the Mentorship Program Coordinator as requested

I also give you my consent to do a criminal background check as well as the child protective service record review. I understand that this background check does not involve my personal credit history or the DMV records.

Signature: _____

Date: _____