

**August 2013**

*Note: This program, as of this date, is preliminary and subject to discussion, suggestions and approval by the Advisory Counsel for Pendleton Correctional Facility Kairos Team*

## **Recruiting/Retention**

- I. Recruiting/Retention - All new recruits will be assigned a mentor (see Mentorship Section below)
  - A. New recruits must attend  $\frac{3}{4}$  of the training sessions (per red book). All new recruits should attend the first and last training sessions which should be considered required sessions.
    1. INDOC training and the final training session are mandatory to participate in the weekend event.
    2. Make up sessions can be arranged at the discretion of the team leader
  - B. Other expectations include:
    1. New recruits should plan to attend instructional Saturday after the weekend of attendance.
    2. Should attend at least 3 (three) reunion Saturdays within the following 12 months of their initial weekend.
  - C. All team members and recruits should be part of a body of Christian believers to include belonging to a church or fellowship.
- II. Mentorship Program
  - A. Every new team member of Kairos PCF (whether a veteran from another Kairos program or new to Kairos altogether) is assigned to a mentor. Mentors are volunteers from within the "Active" Kairos PCF Team Membership who have served at least two inside weekend Kairos events.
    1. An "Active Member" is defined as a Kairos volunteer who has demonstrated on-going commitment to the program by attending at least two weekends of the past four, has attended at least one instructional Saturday and has attended at least 3 (three) reunion meetings within the past 18 months.

(Mentorship Program – Cont'd)

- B. New team members will be mentored from their acceptance on the team through the completion of their first year as a Kairos PCF member and includes their first attendance at a weekend event.
- C. Specific mentorship responsibilities should include but not be limited to:
  - 1. Minimum biweekly communications with mentored team member,
  - 2. Ensuring mentored team member is added to team roster and is receiving all team communications, and
  - 3. Mentor ensures that mentored team member is aware of the importance of attendance of team training events, knows dates and locations of training events and ensures mentored team member has a method to get to the training sessions. Note: If assistance is required, mentoring member will help provide or arrange that assistance.
  - 4. First choice of mentoring team member should be the sponsor of the new recruit, unless the sponsoring member has not met the mentoring requirements listed herein.