



A LEADERSHIP DEVELOPMENT PROGRAM

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SHINE BRIGHT LIKE A STAR!

About I Believe In Me

I Believe In Me (IBIM) is a mentoring and leadership development program dedicated to building self-esteem and developing leadership skills in girls ages 8-18. IBIM's program supports the achievement of physical, mental, social, emotional and economical success. IBIM strives to teach girls that it is what they have on the inside that makes them special, beautiful and unique while giving them the tools needed to embrace who they are as individuals.

I BELIEVE IN ME MISSION STATEMENT

The mission of IBIM is to empower girls to B.E.L.I.E.V.E (Become Emerging Leaders Inspiring Excellence and Values Everyday) through group mentoring and leadership training necessary to become responsible, productive and successful members of our community.

About the Program

The IBIM Leadership Program is for girls ages 8-18 within Baltimore and surrounding counties. This program is designed to help girls develop into strong, healthy, sophisticated, goal oriented young women of the future. Our leadership program sessions are held bi-weekly September – April at Sollers Point Recreation Center. The members of IBIM will mentor the girls through one-on-one and group style mentoring to help them develop into the bright stars they are.

We will accomplish this through curriculum designed sessions such as:

- || Confidence, Respect & Self-esteem
- || Social Etiquette & Communication
- || Financial Literacy
- || Fitness
- || Health & Wellness
- || Healthy Emotions & Relationships
- || Leadership
- || Non-violent Conflict Resolution
- || Organization & Goal Setting
- || Parent/Guardian Relationships
- || And much more!

Although we're discussing some serious topics, IBIM Mentors like to have fun with it so that our girls can relate, be open, and have a more enjoyable experience. We will create a fun-filled, nurturing, sisterhood environment.

Benefits of a "Shine Bright" Mentee

- || Develop life-long skills for a better future
- || Share life's experiences
- || Girl Talk
- || Sisterhood
- || Field Trips
- || Scholarships and Grants
- || Give back to the Community
- || Motivation
- || Find your inner glow...so you can "Shine Bright" Like A Star

Fees, Sponsorships, and Donations

A non-refundable twenty dollar (\$20.00) registration fee is required for participation in this program. The registration fee will cover a small fraction of the programs expenses. I Believe In Me does have a few scholarships available each year to assist with registration fees; however these are on a first come basis and based on availability.

All donations and monetary sponsorships given in support of the IBIM Girls Leadership Development Program are used to facilitate program operations.

This includes items such as, but not limited to:

- || Activity fees (i.e. field trips, tickets to events, transportation, etc)
- || Room and Board (when traveling outside the city, i.e. college tours)
- || Food for bi-weekly sessions
- || Rewards for good behavior
- || Supplies

Mentor Standards and Guidelines

These standards and guidelines are meant to help mentors avoid situations that might reflect unfavorably on themselves or I Believe in Me (IBIM) as an organization. They do not cover every situation and do not replace a need to exercise prudent care and good judgment.

Eligibility Screening: Mentors authorize the completion of required background checks to cover criminal history, driving records, personal interviews and other forms of screening as deemed appropriate.

Commitment: Mentors are steadfast in their commitment to the standards and guidelines of IBIM.
Maintain Confidentiality: Mentors act in the best interest of the IBIM organization and ensure confidentiality, taking care to protect against inadvertent disclosure.

Inclusive Attitude: Mentors value the diverse intellectual, economic, spiritual, and personal traits of their mentees.

Community Service: Mentors must maintain a steady presence in the lives of youth and in community efforts that strive to encourage others toward participation in charitable efforts.

Accountability: Mentors make regular contact with mentees and submit written notes /reports with the staff of IBIM on the mentees needs, goals and progress.

Mentors Roles and Responsibilities

- || Mentors will inspire the mentee to meet and possibly exceed her future goals by supporting and encouraging the mentee's academic learning and constructive development on an ongoing basis.
- || Mentors will provide access to sources of college and career information to support the educational growth and career path of the mentee.

Mentors Roles and Responsibilities *continued*

- || Mentors will adhere to the highest levels of integrity, values, and ethical conduct and will talk to mentees about these issues when appropriate. Mentors will also support the mentee when she is experiencing stress or uncertainty about issues concerning everyday life and the future.
- || Consult with parents on critical issues pertaining to the mentee's health and wellbeing.
- || Mentees shall respect the mentor's time and other commitments.
- || Mentees should have realistic expectations about their mentors but also seek to be challenged through the mentoring experience.
- || Mentees must learn and practice self-empowering behaviors and should understand that they are responsible for their own personal growth and development.
- || Mentees must follow through on their commitments with their mentors.
- || Mentees should seek guidance and assistance when necessary.
- || Mentees must recognize that mutual respect, trust, and honesty are necessary to achieve a healthy and authentic relationship.
- || Mentees must agree and understand that the following reasons are grounds for dismissal from the IBIM Girls Leadership Development Program: 1) disrespecting authority, 2) more than three consecutive absences, 3) use of vulgarities, 4) fighting and/or instigating any fight, 5) stealing.

Parents Roles and Responsibilities

- || Parents shall respect the mentor's time and other commitments.
- || Parents shall drop off their child on time for scheduled sessions.
- || Parents shall notify the Program Director if their child will not be able to attend the bi-weekly session.
- || Parents shall be aware that three (3) consecutive absences will result in dismissal of child within the IBIM Girls Leadership Development Program for the current session and any of its scholarships and grants.

Video, Image, and Audio Release Form

From time to time during the program session it may be necessary for I Believe In Me's (IBIM) Marketing Committee to use photographs, audio recordings, and/or video footage of our mentees. These media outlets will consist of community service events and/or activities associated with IBIM Girls Leadership Development Program (IBIM).

IBIM would like your permission to use photographs, audio recordings, and/or video footage of your child for such purposes. We ask permission to include your child's name as appropriate in news releases, video produced by IBIM, brochures, and on IBIM website postings. Neither the IBIM organization nor any of its authorized webmasters, photographers, videographers, committee members, or officers receive monetary rewards resulting from use of such materials. All material shall be used for the sole purpose of marketing IBIM's programs.

Your signature below indicates your permission for photographs, audio recordings, and/or video footage to be used in the manner described above.

I hereby affirm that I am at least 18 years of age and/or the parent/guardian of the child named below. I hereby give my consent for her photographs, audio recordings, and/or video footage to be utilized for advertising, illustration, or publication on the IBIM website, brochures, or newsletters and/or that her name is included in the published materials as appropriate.

Name: _____

Parent/ Guardian Name (print): _____

Signature: _____ Date: _____

Liability Release and Waiver Form

Topics such as sex, drug, alcohol, and female health will be discussed within the I Believe In Me (IBIM) Girls Leadership Development Program. These topics can be extremely sensitive areas and depending upon family values of our parents we would like permission to discuss and educate about preventive measures when these topics arise. It is our goal to educate and empower our daughters on these topics.

Parental involvement is always encouraged and welcomed. Our belief is that we must work together to achieve our overall goals therefore an email will be sent to parents when these subjects will be discussed.

Your signature below indicates that you are at least 18 years of age and/or the parent/guardian of the child named below. Your signature also indicates your permission for your child to participate in the above mentioned topics.

Name: _____

Parent/Guardian (print): _____

Signature: _____ Email: _____ Date: _____

Parent and Child Commitment Letter

I, _____, agree to enroll and support my child, _____, as a mentee of the I Believe In Me Girls Leadership Development Program (IBIM). I understand that I am my child's primary role model and advocate, and that IBIM will assist me with my child's growth and development. As a parent and child of the IBIM Girls Leadership Program, I agree to the following:

- Abide by the standards and guidelines of the organization.
- Respect each mentor's time and other commitments.
- As a parent, make arrangements and/or drop off for my child to attend the scheduled sessions.
- As a parent, notify the Program Director if my child is unable to attend a session.
- As a child, seek guidance and assistance from my mentors.
- As a child, seek recognize that mutual respect, trust, and honesty are necessary to achieve a healthy and authentic relationship with my mentors.
- As a mentee, I will try my best to "Shine Bright" like a Star!
- As a mentee, I agree and understand that the following reasons are grounds for dismissal of the IBIM Girls Leadership Development Program 1) disrespecting authority, 2) more than three consecutive absences, 3) use of vulgarities, 4) fighting and/or instigating any fight, 5) stealing.

I agree with and will be able to fulfill the commitments outlined in this letter and those described in the "Roles and Responsibilities" document.

Child Signature _____ Date _____

Parent Signature _____ Date _____

Informational Sheet Mentee

Mentee's Full Name: _____

Current Mailing Address (No PO Box): _____

Phone Number: _____

Email Address: _____

School Name (ISD) : _____

Year in School: _____ Age: _____ Birthdate: _____

Extra Curricular Activities: _____

Special Interest (What do you like to do?):

What do you want to be when you grow up? _____

Parent

Name of Parent or Guardian: _____

Phone Number of Parent or Guardian: _____

Parent or Guardian Email Address: _____

Emergency Contact Name: _____

Emergency Contact Number: _____

Mentee Application

(To Be Completed by the Parent/Guardian)

Personal Information

Mentee's Name: _____ Date: _____

Parent/Guardian Name: _____

Relationship to Mentee: Mother ___ Father ___ Other, specify: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Home phone: _____ Work phone: _____

Date of Birth ___/___/___ Age: _____

Ethnicity: White: ___ Hispanic: ___ African American: ___ Asian: ___ Other: _____

Name of School: _____ Grade: _____

Emergency Contact Name: _____ Phone Number: _____

Please list all members of your household:

Name	Sex	Age	Relationship to Applicant

APPLICATION QUESTIONS

Please answer all of the following questions as completely as possible. If more space is needed, use an extra sheet of paper or write on the back of this page.

1. Why do you/your child want to participate in a mentoring program? _____

2. Briefly describe your expectations for the IBIM Girls Leadership Development Program:

3. Is your child available to meet every other Sunday from September to April?

Please explain any particular scheduling issues. _____

4. Describe your child's school performance including grades, homework, attendance, behaviors, etc. _____

5. Does your child have friends? Please describe his/her friendships. _____

6. Is your child currently having any problems either at home or school? _____

7. Has your child experienced any traumatic events (i.e., death in the family, abuse, divorce)? If yes, please provide details. _____ +++++ _____

Medical History

Name of Primary Care Physician: _____ Phone No.: _____

Medical Insurance Provider: _____

Policy Number: _____ Phone No.: _____

Does your daughter have any physical problems or limitations? _____

Is your daughter currently receiving treatment for any medical issues? _____

Is she currently on any type of medication? If so, please specify. _____

Does your daughter have any known allergies or adverse reactions to medications? If yes, please describe them below: _____

Does your daughter have any emotional issues or problems right now? _____

Please read this carefully before signing:

I Believe In Me Leadership Development Program (IBIM) appreciates you and your child's interest in her becoming a mentee. This application is intended as a means of informing and gaining the consent of the parent/guardian to allow their daughter to participate in the IBIM Girls Leadership Development Program.

Please initial each of the following:

_____ I give my informed consent and permission for my child to participate in the IBIM Girls Leadership Development Program and its related activities.

_____ I agree to have my child follow all mentoring program guidelines and understand that any violation on my child's part may result in suspension and/or termination of the mentoring relationship.

_____ I hereby acknowledge that my child will be transported by IBIM staff or representatives while participating in some IBIM activities, and that such transportation is voluntary and at her own risk.

_____ I release the IBIM Leadership Development Program of all liability of injury, death, or other damages to me, my child, family, estate, heirs, or assigns that may result from her participation in the program, including but not limited to transportation, and hold harmless any IBIM mentor, program staff, or other representatives, both collectively and individually, of any injury, physical or emotional, other than where gross negligence has been determined.

_____ I understand I must return all of the following completed items along with this application and any incomplete information will result in the delay of my application being processed;

- Video, Image, and Audio Release Form
- Liability Release and Waiver Form
- Parent and Child Commitment Letter
- Informational Sheet
- Interest Survey Form

By signing below, I attest to the truthfulness of all information listed on this application and agree to all the above terms and conditions.

Parent/Guardian Signature Date

Please return this application and the items listed above to the Secretary of IBIM Girls, Masheka Leonard.

Mentee Interest Survey

(To Be Completed by Youth)

Mentee's Name: _____ Date: _____

Please complete all the following. This survey will help IBIM learn more about you and your interests.

What are some favorite things you like to do with other people? _____

What are your favorite subjects in school? _____

If you could learn about a job/career, what would it be? _____

What are your favorite subjects to read about? _____

What is one goal you have set for the future? _____

If you could learn something new, what would it be? _____

What person do you most admire and why? _____

Describe your ideal Saturday.

Please check all activities you are interested in:

- | | | | | |
|-------------------------------|--------------------------------|---------------------------------|-----------------------------------|-------------------------------|
| <input type="radio"/> Eating | <input type="radio"/> Cooking | <input type="radio"/> Science | <input type="radio"/> Board Games | <input type="radio"/> Library |
| <input type="radio"/> Movies | <input type="radio"/> Shopping | <input type="radio"/> Music | <input type="radio"/> Sports | <input type="radio"/> Yoga |
| <input type="radio"/> Animals | <input type="radio"/> Swimming | <input type="radio"/> Gardening | <input type="radio"/> Parks | <input type="radio"/> Crafts |

List any other areas of special interest:
