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**Western Arkansas Workforce Development Area  
Policies and Procedures**

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<b>TITLE</b>	Youth Element 8 – Adult Mentoring
<b>NUMBER</b>	P#0005-18
<b>TYPE</b>	Policy – Operations
<b>APPROVING AUTHORITY</b>	Western Arkansas Workforce Development Board
<b>EFFECTIVE DATE</b>	6-26-18
<b>MODIFIED DATE(S)</b>	None
<b>NEW/REPLACED</b>	Replace

Adult mentoring for a duration of at least 12 months, which may occur both during and following exit from the program. It must be a formal relationship between a youth participant and an adult mentor. There must be structured activities where the mentor offers guidance, support, and encouragement to develop the competence and character of the mentee. Group mentoring and mentoring through electronic means are allowed as part of the mentoring activities, the local youth program must match the youth with an individual mentor with whom the youth interacts on a face-to-face basis. Mentoring may include workplace mentoring where the local program matches a youth participant with an employer or employee of a company [20 CFR 681.460(a)(8) & 681.490; TEGL 21-16]. Local programs should ensure appropriate policies and processes are in place to adequately screen and select mentors [TEGL 21-16]. DOL strongly prefers that case managers not serve as mentors, but case managers may serve as mentors in areas where adult mentors are sparse [TEGL 21-16].

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Approval Signature:   
Miles Crawford, Board Chair

Date: 6/26/18