

I. When will I get the information of our teens and parents?

We will be sending the contact information that we received from registration right before our first information session. Any updated information will be updated after our information session.

II. When should I start connecting with my group?

Please wait till after the first session. Once you receive your group's contact information, please email both the parents and the teens to inform them that you are their small group leader. Let them know of your first two sessions in June. (This can be mentioned to your group at the intro session). Utilize the drop-in's if you can. If your meeting on a different day let me know so I can schedule you a room.

Please mention that you plan to create a group chat with the teens, explaining that another mentor will be part of that chat, and no individual correspondence will occur. The group chat is for meeting locations and date purposes. Here you can inform a parent, if they like to be part of that chat, to let you know. If a parent only wants their number added to the group that an option.

III. When is the best way to coordinate a meeting date with a group?

The best approach is to ask the youth and their parents to update you with the dates they plan to be away for the summer. Once you have those dates, pick two days that work for you and communicate that with the group. Pick a date that works for most of the group. If you have a couple who need to make up a session, you can coordinate with another group leader or utilize the Thursday drop-ins.

IV. Do I need to track who has come to each session?

Yes, please keep track. We will provide an attendance sheet to be placed in your binder. Keep track of who attends each session and let Eric know so he can check them off. If you have a youth miss your session, please coordinate a make-up.

V. I had a youth attend my session who was not in my group who do I inform?

Please add the youth's names to your attendance sheet for that session. Then, please inform the main mentor of their small group and Eric that they attended. We are asking that the main mentor also check off that they completed the make-up session in their attendance sheet as well.

VI. What is the best method to schedule times to meet with my candidates

The meet-up dates will revolve around your availability. Once you know your available dates, feel free to share them with your small group.

VII. Is my group required to meet during the Thursday drop-out dates?

No, you can coordinate different dates and locations for your group to meet. If you like to combine a social event like top golf and do the formation at that location that is totally ok. Just make sure the environment allows for the group to be able to discuss the material.

VIII. What flexibility do we have in regards to the content?

The discussion guide is more as a resource for you, which connects to the theme of the session. Feel free to use it as a guide, but if you know of any other activities or content, feel free to adapt it to your specific small group. We only ask that it centers on the specific theme.

- IX. What are the protocols when engaging with our teens in our small groups?**
Make sure that you do not correspond with a teen on an individual basis. All correspondence needs to happen through the group chat and with another adult in that correspondence. When corresponding via email make sure to cc their parents seeing teens rarely look at their emails.
- X. What do I do if a teen is unresponsive?**
Please reach out to both the parents and teens. If it is hard to coordinate with both, please let us know, so we can reach out to them.
- XI. Can we collaborate with other mentors?**
Yes. Once we have your dates, we will share them in the shared calendar. If you notice another group is meeting on the same day, you can do something together.
- XII. Can I do additional social events with my group or other social events that are happening with youth ministry?**
Yes, you can, but please be clear with the youth, especially the parents, about what is a required session and what is an optional social event.
- XIII. What is my budget for the year to be able to do things socially with the teens?**
We are able to give each mentor \$600. If you know that you would like to purchase any items (as notebooks, pens, binder) please let us know ASAP, so we can purchase those for you now. We still have money in this year's fiscal budget, which ends in June. If we are able to purchase these prior to the end of June, that will not go towards your \$600. If you plan a bigger social event, an option is to be able to ask the teens to pitch in a small portion to help cover some of the cost.
- XIV. How do I get reimbursed?**
Please make sure to save your receipts for any expenses-we can only reimburse if he have those receipts. You can turn receipts to us and we will make sure to get those reimbursed as quickly as possible.
- XV. Can I coordinate the social events outside of the days we meet to go over the sessions?**
Yes, you can. If you like to cover the content one night and pick a different day to do a social event, feel free to do so. Keep in mind peoples' summer plans and the difficulty of finding days that works for everyone. When coordinating dates, it will be important to prioritize the sessions over the social events. It is important to complete session 2 & 3 by the end of August.
- XVI. If we plan to meet at the parish, would I need another adult present?**
If you plan to meet at the parish please let us know so we can reserve a room for you. It would be good to know so that you can have a space without interruption. If you plan to meet alone with your group, we will plan to put you in one of the top floors.

XVII. What If we meet in a social setting outside of the parish and another mentor group is not meeting?

If you plan to do a social event and no other group is planning to meet with you, it is important to have another adult present. We informed the parents that there would be times where we might need them to participate and help us to continue to keep a safe environment. Having that extra adult in a social setting, is not just creating a safe space for our teens, but it is also in place to keep you protected and safe. This is also an opportunity to win over the parents, by possibly getting them involved in future events.

XVIII. If I am married and my spouse is OPCYP compliant, would they be able to count as the second adult if available?

The same households only count as one adult. The goal is to ultimately maintain a safe environment for everyone involved, including you. Having someone outside the same household just adds that extra layer of protection.

XIX. If a parent participates, do they need to be OPCYP compliant? What is the next step if they want to continue to help?

If a parent plans to assist you and is not OPCYP compliant, that is ok for the first session. After that session, it would be good to reach out to the parents and thank them for their assistance. Secondly, this could act as an invitation to see if they would be interested in future opportunities to assist in any youth events. If they are interested, please contact us so we can start the process of making them OPCYP compliant. If that adult assists for a second time, it would be important that they start the process, or the next time around it would have to be one of the other parents.

XX. How do I access the video platforms?

For the chosen platform, if you have not yet created an account, make sure to click this link to access the videos.

https://ascensionpress.thinkific.com/enroll/1866693?th_ug=b3283613&th_c=ericm_unozchosen2022lg

As for the diocesan videos and the journey to Emmaus here is the link below.

<https://www.arlingtondiocese.org/youth-ministry/journey-to-emmaus/video-version/>

We will be referencing the videos in our lesson guides.

XXI. Do I need to use the videos for my session?

The videos act like a resource that center around the specific topic. If you know of any other videos or content that works better for your group, feel free to adapt it. As mentioned, we just ask that you center the theme on the specific session. If you plan to use the videos know that you will need a device for them to be able to watch it. If you plan to go out in a social setting, make sure to bring a tablet/laptop with the downloaded videos.

