

# **MENTOR HANDBOOK**



## NOTES

*The Purpose of the CWJC of Marshall County* is to provide a Christian context in which women in need are equipped for life and employment, and a mission's context in which women help women.

*The fulfillment of the purpose* occurs when a woman has the basic life skills necessary for self-sufficiency, within her culture, which may include sustained employment, adequate income, housing, transportation, childcare **and/or** medical care.

The official logo shown on the cover visually depicts personal growth and the philosophy of providing women in need a hand up, not a hand out. The plant signifies growth and enrichment; the uplifted hands forming the blooms symbolize a fruitful outcome from spiritual and mental growth. Warmth, heart, caring, and nurturing are visualized in the use of the color red; growth, newness, vitality and a new life in the use of the green. The components of the logo also show the program element of mentor and participant, reaching up, as toward God, and growing together.



## YOU MUSTN'T QUIT

When things go wrong, as they sometimes will,  
When the road you're trudging seems all uphill  
When the funds are low and the debts are high  
And you want to smile, you have to sigh,  
When care is pressing you down a bit  
Rest! If you must - but never quit.

Life is queer, with its twists and turns  
As every one of us sometimes learns,  
and many a failure turns about  
When he might have won if he's stuck it out  
Stick to your task, though the pace seems slow -  
You may succeed with one more blow.

Success is failure turned inside out -  
The silver tint of the clouds of doubt  
And you never can tell how close you are,  
It may be near when it seems afar  
So stick to the fight when you're hardest hit  
It's when things seem worst that,  
YOU Mustn't  
QUIT!

*The Biblical basis for the CWJC* is the same as for all holistic ministries. God is deeply concerned for those in need. As disciples we are commanded to imitate that caring and be God's hands and feet of mercy to the needy. The scriptures make it clear that caring for those in need is a central aspect of true Christian discipleship.

Another reason to put our resources into an effort to assist women in need is our witness to the world what is being done in Christ's name. We become a visible, tangible demonstration of the reality and power of God when we imitate the Lord Jesus' compassion for the poor, weak, and broken.

A final reason we accept the challenge of the *CWJC* is that our spiritual health and that of our church families is enriched through our engagement with women in need and their families. We grow in humility and dependence upon God when we become aware of overwhelming needs and recognize that we cannot meet them and in our desperation we turn to God to intervene.

*As a Christian mentor, you are about to embark on one of the most rewarding adventures for a child of God.*

You may feel apprehension, inadequate, not qualified, not enough time, and perhaps not holy enough. Qualification does not come with educational degrees or accomplishments. Instead you are qualified in your heart. Christ qualifies you because you are a witness to His presence and love within your life experiences.

Your calling is from God. Put yourself in His hands and reach out. Read 1 Thessalonians 5:24 "God who calls you is faithful."

### *Some things you can do with your mentee*

- \* Study the Bible together
- \* Go to church together
  - Walk in the local malls
- \* Join each other for a cup of coffee
- \* Write notes or send flowers for special occasions
- \* Baby sit for a mom's night out
  - Enjoy a sandwich picnic with the children in a park
  - Learn a new skill together such as cake decorating
- Share recipes

## *Remember . . .*

Developing trust takes time

The participant is created in the image of God not yours.

The goal of our program is to develop self-sufficiency

Focus on the needs and stated goals of your merea not yours

To give unconditional love and patience

keep in mind your own limitations

Listen to your own spiritual, emotional, social and physical needs

To consistently pray for your merea

'The will of God will never take you  
Where the grace of God cannot keep you,  
Where the riches of God cannot supply your needs,  
where the army of God cannot protect you,  
Where the peace of God cannot calm your fears/'

## *What does a mentor do?*

Lend me your hope for awhile;  
I seem to have mislaid mine.  
Lost and hopeless feelings accompany me daily;  
Pain and confusion are my companions.  
I know not where to turn; looking ahead to the future time  
does not bring forth images of renewed hope.  
I see troubled times, pain-filled days, and more tragedy. I

Lend me your hope for awhile,  
I seem to have mislaid mine.  
Hold my hand and hug me; listen to all my ramblings,  
Recovery seems so far distant.  
The road to healing seems like along and lonely one.

Lend me your hope for awhile,  
I seem to have mislaid mine.  
Stand by me, offer your presence,  
Your heart and your love.  
Acknowledge my pain; it is so real and present.  
I am overwhelmed with sad and conflicting thoughts.

Lend me you hope for a while;  
A time will come when I will heal,  
And I will share my renewal, hope, and love with others.

Author Unknown

*Seeing through our Father's eyes* may be difficult at first. You will find your merea different than the culture you are used to living. She may be immoral, dishonest, loud and boisterous; her music may be loud and rap. How does our Father view her? He sees the hurt, the defeat, the longing for help. He reads the heart not the rough exterior that a hard life has fashioned. He gave His life for this person on an equal basis that He sacrificed for you the mentor.

As women who follow the Lord Jesus Christ, we are compelled by His love, commanded by His Word, and gifted by His Spirit to share the gospel with those who have not seen, or heard the salvation of our God.

We will see with the eyes of Jesus, weep with His tears, hear with His ears, speak with His words, touch with His hands, embrace with His arms, and feel with His heart.

*Boundaries* must be determined in your life and in the relationship with your merea. A boundary is an internal "property line", which lets you know what is and what is not your responsibility.

Boundaries are necessary and should be evident in all areas of our lives. So set them with your merea. Some boundaries that the CWJC requires you to observe include:

1. You may not give money to your merea no matter the need and tears that may occur. Direct them to the office for whatever resources we may have.
2. Keep confidences that have been shared by your merea with the exception of something you have observed such as child abuse. The proper procedure is to make a report to the training site office and decisions will be made from there.
3. Accountability is so important. You must always perform what and when you say so or be accountable to your merea by letting them know-why you cannot. Responsibility is something most of these women have not experienced.
4. Do not burden your merea with your problems.
5. Fill out incident reports, attend meetings regularly and keep close to the office staff.
6. Meet with your merea weekly.
7. Journal! You will not remember everything.
8. Your first meeting with your merea will be held here at Cahill before celebration.
9. You and the Mereas will meet with the site coordinator at the first meeting and discuss covenant issues.

*The roles of a mentor are many . . .*

*Advocating*

The mentor serves as an advocate for her mentee. She walks along side, prepares the way, helps smooth feathers riled when she "messes up." She explains her mentee to other people.

*Modeling*

Mentor serves as a role model. Presents a new way of going about life. Modeling learning includes modeling reactions to life disturbances, coping skills, conflict resolution, etc.

*Listening*

Mentor listens to body language, Facial expressions and verbal Content

*Guiding*

Planning includes teaching how to make a list, plan a budget, planning time and strategies for success.

*Networking*

The mentor learns which people to call when she and her mentee need certain things. She guides her mentee in developing a personal network for life.

*Praying*

The Mentor models or the mentee the spiritual resource of prayer.

Mentoring is teaching. Teaching

*Teaching*

how to live self sufficient. Often the lesson is something as simple as how to purchase an alarm clock, how to set it, how much time is required to meet the schedule.

*Servant*

As a servant, you minister to your mentee's needs by offering practical help. Examples may include providing her a ride if she needs it and your schedule permits. Most importantly, you will minister to her practical needs with authentic humility

*Encourager*

You verbally affirm, support, and cheer on your mentee. She needs you in her corner, believing in her.



*Keep watch over your own heart* lest you become so involved in your busy life and helping your merea that you experience "burn-out". Your position can be demanding, overwhelming, and draining. You will hear many sad stories of participants and their families. This can build up into a discouraging burden.

Prioritize your life. Put God first, your family second, and your ministry third. You cannot be all things to everyone in your ministry. Move slowly, learn one new thing at a time and resolve one problem at a time. Have some fun! Remember it is God's will that we have an abundant life.

One of the most important things you can **actively** do is for you to consider the next page ...

*We match you with your merea* with much prayer for God to place the right mentor with the right participant. We will study your personal interest sheet you filled out and the interests of the participant. We will consider factors such as her family situation - children, husband, is she supporting others in her home? Has she been a victim of abuse? What are her goals? Age may enter into consideration. There are many issues that will be prayerfully considered before we select your merea.

Once this match has been made and you have prayerfully tried your best and the relationship is not working please consult with the site coordinator and a change may be made.