

Mentor Screening Process

The premise of the Screening and Application process is to ensure that participants mentoring within the program are achieving the Club Mentor standards consistently across the province. The application consists of the following criteria:

- Club Recommendation
- Application Form, Intrinsic Motivation Questionnaire & Accreditation
- Police Check
- Screening Interview
- Spot Check
- Reference Code of Conduct & Ethics

Club Recommendation

For 2019, Clubs will be responsible for selecting and distributing the Application & Online Module link to selected individuals. Clubs who have not yet received the link for distribution please contact Kyla Di Perna via kdiperna@ontariosoccer.net

Application Form, Intrinsic Motivation Questionnaire & Accreditation

An application form is the first screening toll that potential Mentors, volunteers and staff will encounter. Mentor Accreditation is comprised of three components: Application Form & Intrinsic Motivation Questionnaire, Online Module and In-Class Component.

Applicants must complete the Online Module in order to participate in the In-Class Component. All Mentors accredited under the previous mentorship program must re-accredit under this new program in order to continue mentoring. There can be no exceptions. Individuals who apply to the Mentor clinic must be a current registered Match Official in good standing, meet the Mentor Level Requirements, and have received prior approval from their Club Head Referee. For more information, please visit the Mentor Protocol.

Police Record Check (PRC)

A PRC is one element of the multi-step screening process. PRC's are an important screening tool, particularly for high-risk positions. Police Record Checks will be conducted through Sterling BackCheck for applicants wishing to participate as a Mentor in part of the Match Officials Development Support Team.

There is a \$25 charge per PRC. Individuals may use a PRC that has been previously acquired through Sterling BackCheck provided it has been conducted within 6 months of your application to the Mentor Program. [Start Police Check.](#)

Screening Interview

The Screening Interview process enables the organization to review the applicants background, talents, skills, interests, intentions and enables the interview panel to explore any doubts they may have regarding the suitability of the candidate for the position. Screening Interviews are recommended to be conducted by your organizations Discipline Chair and/or Privacy Officer. A template to facilitate the Screening Interview can be found on the following page.

Spot Check

Providing feedback and conducting Spot Checks to review a Mentors performance is important to improving importance, enabling consistency and ensuring quality assurance for the organization (Club), Mentors and Mentees.

Code of Conduct & Ethics

If you feel the conduct of your Mentor violates the [Code of Conduct & Ethics Policy](#) (Appendix B1), please contact the Ontario Soccer Privacy Officer via privacy@ontariosoccer.net



Play. Inspire. Unite.



Screening Interview Process

Applicant Name		Date	
Interviewer #1 Name		Sign	
Interviewer #2 Name		Sign	

Screening Interview Questionnaire

Explain the interview process to the applicant and describe the position specifically using the position description. Describe this Interview Screening process and ensure to document the applicant's responses to the questions below.

Why are you interested in becoming a part of the Mentorship Program?
What would make you a good fit for the Mentor Program?
Do you have any relevant experience in this type of role?
Tell us one thing that you think we should know about you.
What community based activities are you involved with?
What is your expectations of this program?
Describe a scenario where you had to deal with a disgruntled individual.
What do you see as the most difficult or challenging aspect of this position?



Play. Inspire. Unite.

