Dear Prospective Mentee:

WE WANT TO SUPPORT YOU IN MAKING YOUR CAREER DREAMS COME TRUE!

We want to offer you an opportunity to be mentored by a professional in a career field that interests you by participating in Disability Mentoring Day (DMD) on Wednesday, October 15, 2014.

We won’t hold mentees and mentors to that day – we want to work around your schedule and the mentor’s schedule.

DMD is designed to bring students and job seekers with disabilities into the workplace where they can learn about various career opportunities. Through DMD, students or job seekers are paired with a career professional to learn what it means to work in that field or occupation- observe a typical workday; identify necessary skills; and learn about possible internships or employment prospects. While DMD is a one-day event, mentors and mentees are encouraged to stay in touch after the event. Mentoring is invaluable and beneficial for both the mentor and student, advancing career development and personal growth.

Disability Mentoring Day originated at the White House in 1999 with less than three dozen local students participating. Now hosted by AAPD, the nation’s largest cross-disability membership organization, and funded publicly by the Office of Disability Employment Policy of the U.S. Department of Labor and the Social Security Administration, DMD has evolved significantly to encompass participation in all fifty states and many countries around the world. To find out more about DMD, please visit the website at: www.dmd-aapd.org.

To participate in DMD, please return the attached Mentee Application form to the Center on Disability Studies, CTOU Unit, 1776 University Avenue, UA 4-6, Honolulu, 96822.

If you have any additional questions, please do not hesitate to contact us. We hope you will take advantage of this mentoring opportunity and join us on October 15, 2014. In the meantime, fill out the application and send to us by October 1, 2014. Please try to get the application in earlier so we can find your dream job for the day!
MENTEE APPLICATION
Honolulu, Hawaii

Return by Fax to (808) 956-4437 or
Return by E-mail to volctou@hawaii.edu
Return by mail to Center on Disability Studies,
CTOU
1776 University Ave, UA 4-6
Honolulu, HI 96826

October 15, 2014

ARE YOU AN ENERGETIC AND ENTHUSIASTIC STUDENT OR JOB SEEKER (15-60!) WITH A DISABILITY LOOKING FOR A WORKPLACE MENTOR?

Then, taking part in Disability Mentoring Day is for you! DMD enables students and job seekers to spend part of a day visiting a business, a non-profit agency or government agency that matches their interests and have one-on-one time with volunteer Workplace Mentors. Follow your dream, mentees. We can support you and help you find your dream mentor! It is an opportunity to underscore the connection between school and work, evaluate personal goals, target career skills for improvement, explore possible career paths and develop lasting mentor relationships. It all begins with this application, so fill it out, send it in and spread the word!

Deadline: All applications MUST be received by October 1, 2014. (Please try and submit early so we can find the perfect placement for you!)

SECTION I: GENERAL INFORMATION

Last Name: __________________________________ First Name: __________________________

Date: __________________ Male _____ Female _____ Date of Birth: ____________

Address: ________________________________________________________________

City: ____________, State_______ Zip: _________ E-mail: _________________________

Landline Phone/TDD: (____) _________-___________ Cell: (____) _________-___________

SECTION II: EDUCATIONAL SUMMARY

Please check one of the following:

___ High school student, attending __________________________ Grade_______

___ College/graduate student, attending __________________________ Year_______

___ Job seeker, not currently in school.

Major or area of interest ______________________________________________________

Highest level of education attained (Check One):

___ Some high school ___ College Degree(s):____________________________

___ High School Diploma ___ Post-Graduate Degree(s): ______________________

___ Vocational License ____________________________________________________
SECTION III: SCHOOL OR PROFESSIONAL CONTACT
(Teacher, Counselor, Professor, or Service Provider)

Last Name: ____________________________  First Name: ______________________

Title: ____________________________________

Address: ____________________________________________

City: ___________, State ______ Zip: ________________ E-mail: __________________

Landline Phone/TDD: (____) _______ - _________ Cell: (____) _______ - _________

SECTION IV: PLACEMENT PREFERENCES

All Mentees are responsible for getting to and returning from the central venue for their local Disability Mentoring Day events or to designated spots as arranged in advance. Check with your local organizer to determine the details that pertain to you.

Below, using the Career Clusters Worksheet (located on the last page of this application) as a guide, please select up to three or more career choices and place in rank order.

___ Arts and Communication                                     ___ Law, Government and Public Policy
___ Business and Marketing                                    ___ Law Enforcement
___ Education                                                  ___ Natural Resources, Environment, and Agriculture
___ Food, Recreation and Hospitality                          ___ Technology, Engineering and Science
___ Health and Medicine                                        ___ Other:_______________
___ Human Services                                             ___

SECTION V: REASONABLE ACCOMMODATION REQUESTS

Please check if applicable:

___ Braille                                                   ___ Sign Language Interpreter
___ Computer disk                                             ___ Oral    ___ Tactile    ___ ASL    ___ PSE
___ Large print                                               ___ Dietary needs________________________
___ Wheelchair access                                         ___ Other______________________________

SECTION VI: GOALS, INTERESTS AND HOBBIES (OPTIONAL)

On separate sheets of paper, briefly answer the following questions. Though optional, we strongly encourage you to take advantage of this opportunity to provide more information, since this will help event organizers with the Mentor/Mentee matching process. Also feel free to include a resume.

What is your ultimate and/or long-term career goal? Describe your major and/or educational interest. Beyond high school, from what schools have you graduated and when? Describe your paid and/or unpaid work experience (if any). Include extracurricular activities, internships, and community service work. Describe the job-related skills that you have (if any). If not, what skills do you hope to gain?
SECTION VII: TRANSPORTATION

PRELIMINARY TRANSPORTATION PERMISSION
(PLEASE HAVE YOUR PARENT/GUARDIAN SIGN BELOW IF UNDER THE AGE OF 18)

_____ I understand that I am responsible for making transportation arrangements for my son/daughter to the plenary event, and I understand that this may involve my son/daughter traveling between different locations during the day in vehicles that may be either School District vehicles or business-owned vehicles and may be driven by either School District employees or local business people. I further understand that, in certain cases made known to me in advance, employers may escort my son/daughter to job shadowing work sites via public transportation and that such arrangements will depend on the agency to which he/she is matched.

_____ I will provide transportation for my son/daughter to and from the mentoring site on the arranged date. If I can’t provide transportation, I will find a family member or work with you to find transportation support.

________________________________________  _________________________
Signature                                      Date
NOTE: For students in high school or younger, the authorization must be completed by their parent or guardian.

Your son or daughter has been invited to attend the Disability Mentoring Day (DMD) event on October 15, 2014, nationally hosted by the American Association of People with Disabilities (AAPD) and locally coordinated by Center on Disability Studies. Mentees will learn about career opportunities, typical attitudinal and structural barriers faced by people with disabilities in a particular industry, and the types of skills needed to succeed in the working world. Following the receipt of the application and your initial consent, your son or daughter will be assigned to a local business, public agency or non-profit organization either on October 15th or within a week. Additional details will be forthcoming at that time. For further information, please contact Charmaine Crockett with Center on Disability Studies at (808) 956-7539 or volctou@hawaii.edu.

PERMISSION TO PARTICIPATE IN DISABILITY MENTORING ACTIVITIES

My son/daughter, ____________________________, may participate in the Disability Mentoring Day activities.

__________________________________________
Signature

__________________________________________
Date

PHOTO/NAMESPACE RELEASE. I further understand that the Disability Mentoring Day can attract attention from the media and that it is used to promote ongoing partnerships between schools, disability organizations and employers. Additionally, I understand that participating mentee names will be provided to the Florida DMD statewide planning committee to print a recognition certificate from DMD. I hereby grant permission to release the name and photograph my above-mentioned son/daughter for promotional and educational purposes.

__________________________________________
Signature

__________________________________________
Date
CAREER CLUSTERS TEMPLATE
NAME:
On Disability Mentoring Day, mentees may be paired with a workplace mentor at a job site. To make your experience more meaningful, please rate your top three choices among the following career clusters. If possible, you will be paired with a person in one of the clusters you selected.

INSTRUCTIONS: Place the number of your choice next to the appropriate career cluster below.

1 = First Choice     2 = Second Choice     3 = Third Choice

_____ **Arts and Communication:** Do you like to communicate ideas? Do you like to share information? Are you creative, imaginative and innovative? Do you like to express yourself in writing or with audio, visual or graphic media arts? Do you like to perform? Could you imagine yourself working at a museum or in other settings that promote and celebrate artistic expression?

_____ **Business and Marketing:** Are you organized, accurate and self-motivated? Are you a leader? Do you enjoy organizing people and planning events? Do you like computers and business machines? Do you like creating reports? Do you like marketing things? Do you enjoy working with numbers?

_____ **Education:** Would you enjoy teaching either children or adults in an academic setting?

_____ **Food, Recreation and Hospitality:** Do you enjoy the preparation of and/or serving of food either in a cafeteria or restaurant setting? Do you like organizing recreational activities such as social outings, competitive sports, arts and crafts, and picnics? Do you like putting together the logistics for conferences and conventions, community service projects, or other endeavors surrounding community relations? Do you enjoy being around people and picture frequent interaction with others as a vital part of your ideal work environment?

_____ **Health and Medicine:** Do you like to work with people? Are you interested in wellness and nutrition? Are you interested in working as a doctor, nurse, nurse practitioner, or medical assistant? Do you like new technology? Are you interested in medical research and figuring out the causes of diseases? Can you stay calm in an emergency?

_____ **Human Services:** Are you able to get along with a diverse group of people? Do you like serving the public? Do you have leadership ability? Are you patient and polite, yet able to make decisions? Are you dependable and hardworking?

_____ **Law, Government and Public Policy:** Do you like to follow current events? Do you like to learn about local, state, national, or international politics? Are you interested in how laws are enacted? Do you aspire to hold elected or appointed political office? Do you like speech and debate? Do you see yourself arguing a case in court? Do you like conducting research on the law, its practical application, and how it is interpreted? Do you envision helping to draft major public policy on issues you care about?

_____ **Law Enforcement:** Do you want to work as a police officer, sheriff, marshal, detective, or criminologist? Would you be interested in investigating and solving crimes?

_____ **Natural Resources, Environment and Agriculture:** Do you like the environment? Do you like working with plants and animals? Are you interested in physical resources such as land, water, soil, and weather? Do you like to observe, learn, investigate and solve problems?

_____ **Technology, Engineering and Science:** Do you enjoy math, technology, or science? Do you have the ability to be accurate, analyze data, and solve problems? Do you like designing things or drawing detailed plans? Do you like using machines and heavy equipment?

_____ **Other:** Do you fall into a category not directly covered above? If so, state your preference in the space provided on the previous page.