



GUIDEBOOK

Mentor & Mentee Connect

What's Next...

There are two major tasks to be done now - recruiting mentees and selecting your topics and books.

Recruiting mentees

You can start to identify potential younger women to be invited to apply for your mentoring program. It's important that you NOT promise them acceptance. A sample application is available on the following pages.

After the sample application you will see a sample email. It should be personalized to your church and to the specifics of the young women you're reaching out to. The email sets the tone for a high standard of transparency and vulnerability. It specifically lays out the standards for attendance and for doing the reading, memory verses and relational work. Remember, we aren't trying to draw big numbers of ladies. We want the right ones - those who are ready to make a commitment and grow in their faith.

You'll need to know several details and dates before you can complete and send this email. Read through it now and note the information you'll need to gather.

A personal phone call from a mentor, church leader, or church staff person saying, "Hey, I think this is something you should consider" is highly recommended. You also can post on your church social media or website to share that applications are open for potential mentees to apply. Remember, you should encourage women to apply for the program. And you should NOT communicate that they will be in a specific mentor's group, since matching is done through a draft process that we'll discuss later.

Now, you just "talk it up" and encourage as many potential mentees to apply as the Lord provides. We suggest follow up emails to your list of potential mentees one week prior to your application cutoff date and then again about 3 days before.

Select your topics and books

The other 'mission critical' thing you need to be working on is the list of topics and the books you'll be using. When the mentee draft is complete and your mentors know who they'll be mentoring, you'll give them a handout on running their groups. They will be hungry to know what the topics and books are, so you'll want to be prepared to let them know. The first three topics are set, then the mentor can choose the topics for her group from the list of suggested books under each topic.

Please resist the temptation to take Titus2 in a theological direction. Most 'churched' people have been exposed to far more theology than they'll ever apply. Mentoring is about applied theology. About living with and through our Living Lord.



What's Next, continued

Logistics

- Mandatory attendance at the First Meeting – when the mentees are notified of acceptance into a group, they will be informed that they must attend the first meeting and retreat. These nights are critical for two reasons 1.) they must hear your story all together and at the same time 2.) they must coordinate their calendars to set the dates for the entire year. There can be no exceptions.
- Purchasing books – We strongly suggest books be purchased by the church or by the mentors, not by the mentees if that is financially possible.

If your church doesn't have the budget to purchase the books, have each mentor order the books for her group each month. If she can pay for the books herself, that's wonderful. If not, she can let the mentees know how much each book is.

We strongly recommend that the books be printed books, not Kindle or Nook editions, and they be handed out in person by the mentor at each month's session. You will never be able to hold women accountable for reading a book unless you personally hand it to her. They are busy, and they may forget, impacting the whole group as a result.





Mentee Application

Hey friend! Can we get your contact information?

Name _____

Email _____

Address _____

Birthday _____

Phone _____

Are you married?

☐ Yes

☐ No

If yes, how long?

If no, are you...

☐ Single

☐ Single again

Do you have children?

☐ Yes

☐ No

If yes, what are their names and ages?

Tell us about yourself. Do you...

☐ Stay at home

☐ Work part time (in-office or remote)

☐ Work full time (in-office or remote)

If you work full or part time (in-office or remote), where do you work?

What are some things you are passionate about and provide life to you?

(hobbies, interests, sports, etc.)

What do you hope to gain from being in a Titus2 Mentoring group?

Titus2 Sample Married Mentee Application Email

Hello,

As a young woman desiring to grow in your relationship with Christ and to fulfill God's calling upon your life, I am inviting you to prayerfully consider being a part of a Titus2 Mentoring group I am forming beginning [insert time frame]. The vision of Titus2 is to connect younger women with an older woman in order to encourage and equip them in fulfilling God's purposes in their lives.

I will seek to be transparent, committed and available to you; trusting God to lead me as I share the wisdom I have gained through the years of walking with the Lord. Some of the most valuable insights I will share come from my mistakes; so hopefully, you can avoid the same mistakes I have made along the way.

Each month we will focus on topics that are vital to you as a follower of Christ, as well as a wife, mother, employee, daughter and friend. You will not only have access to a one-on-one relationship with me, but also the community of younger women in the same stage of life. Each month a different topic is addressed through reading a book and Scripture memory.

Topics will be chosen from the following:

Intimacy with God	Intimacy in Marriage
Prayer	Marriage
Identity in Christ	Parenting
Influence	Personality
Emotions and Godly Character	Significance and Security
Following Jesus	Stewardship: Money and Time
Gratitude, Peace and Contentment	Thought Life
Growing Through Difficulties	

The commitments involve:

- Monthly meetings for [9 or 12] months from [insert start and end time] (calendar will be set at the first meeting)
- Monthly assignments which include peer meeting, memorizing Scripture, reading a book (with summary of key insights God gave you) and a marriage focus (including an exercise to do with your husband)
- Required overnight retreat
- First Meeting at [location] on [date] at [time]

If you are already overextended in other commitments; then you probably would be well served to pass on this opportunity. The requirements are consistent and will take focused time, both to attend the sessions and to do the reading and memory work. As you pray about this, talk to your husband to get his support before moving forward.

Participating in this type of group has been a major catalyst for spiritual and personal growth in many women's lives, so please prayerfully consider it. Please reply with a "Yes, I am interested" or "Not interested this time". I would like to get your expressions of interest by [insert date].



Titus2 Sample Single Mentee Application Email

Hello,

As a young woman desiring to grow in your relationship with Christ and to fulfill God's calling upon your life, I am inviting you to prayerfully consider being a part of a mentoring group I am forming beginning [insert time frame]. The vision of Titus2 is to connect younger women with an older woman in order to encourage and equip them in fulfilling God's purposes in their lives.

I will seek to be transparent, committed and available to you; trusting God to lead me as I share the wisdom I have gained through the years of walking with the Lord. Some of the most valuable insights I will share come from my mistakes; so hopefully, you can avoid the same mistakes I have made along the way.

Each month we will focus on topics that are vital to you as a follower of Christ, as well as an employee, daughter and friend. You will not only have access to a one-on-one relationship with me, but also the community of younger women in the same stage of life. Each month a different topic is addressed through reading a book and Scripture memory.

Topics will be chosen from the following:

Intimacy with God	Growing Through Difficulties
Prayer	Personality
Identity in Christ	Relationships and Sexual Purity
Influence	Significance and Security
Emotions and Godly Character	Singleness
Following Jesus	Stewardship: Money and Time
Gratitude, Peace and Contentment	Thought Life

The commitments involve:

- Monthly meetings for [9 or 12] months from [insert times] (calendar will be set at the first meeting)
- Monthly assignments which include peer meeting, memorizing Scripture, reading a book (with summary of key insights God gave you)
- Required overnight retreat
- First Meeting at [location] on [date] at [time]

If you are already overextended in other commitments; then you probably would be well served to pass on this opportunity. The requirements are consistent and will take focused time, both to attend the sessions and to do the homework.

Participating in this type of group has been a major catalyst for spiritual and personal growth in many women's lives, so please prayerfully consider it. Please reply with a "Yes, I am interested" or "Not interested this time". I would like to get your expressions of interest by [insert date].



Mentee Draft

As the staff leader, you will either match and assign the groups or include all mentors in the draft process (know that the more people involved in the draft the more chaotic it will be and harder it is to stay organized). Once you decide which method is best for your program set the date for draft night and invite your mentors. Let them know that it is critical that they read through all the mentee applications before coming to draft night.

If you choose to include all mentors in the draft, the mentors should...

RECEIVE copies of the mentee applications (either all or a selection assigned to each person, depending on the number of mentees who apply).

READ each application, making notes about each. Area of town, stage of life, career field, etc. If you know the woman, have you already invested in her? Is there more you can give, or would she learn more from someone else?

PRAY over the names of the women. Ask God to lead you to the women He wants you to invest in.

NOTE the applicants that jump out at you and/or that you share connections, hardships or common life themes.

CONTINUE TO PRAY for the ladies who have applied until we come together for the draft.

Variations of Conducting the Mentee Draft

- Have mentors draw numbers to decide the order they'll draft in. In descending order, each mentor picks a woman. Repeat until all the mentees have been drafted. This option is best if you decided to include all mentors to be a part of the matching process.
- Go around the room and have one mentor at a time "represent" a mentee from her application, briefly sharing information such as area of town, stage of life and any life experiences that might be shared with a potential mentor, etc. After the mentor finishes sharing, the matching team discusses potential mentor matches and declares a match based on one or all of the criteria shared.
- Divide mentee and mentor applications up by stage of life. Go through applications prayerfully and match them together based on what the mentee/mentor is looking for and shared life experiences.

Often a mentee will have already been informally mentored by one of the mentors. That mentor is in the best position to advise as to whether the mentee would be better served to go forward with her as a mentor, or to transfer her to someone else. The opportunity for spiritual growth for these younger women trumps friendship and familiarity. If you have already invested in one of them, feel free to draft her. But also feel free to transfer her to someone else if you've already given her most of what you have.

MAKE SURE YOU TAKE CAREFUL NOTES OF WHO IS DRAFTED INTO WHICH GROUP. YOU'LL NEED THIS INFORMATION AS THE YEAR PROGRESSES.



End the meeting with the Mentor's Next Steps

- Each Mentor calls and sends out an "Acceptance Letter" email to welcome her mentees within a few days of the draft (sample emails on following pages).

Include in the email:

- Introduction: who you are and a little bit about yourself (brief bio optional) Goal: Make the mentees feel connected and accepted before the first group meeting.
- Date for First Meeting and Retreat
- Prep for First Meeting
 - ♦Bring covenant
 - ♦Any payment info
 - ♦Assignment: Setting Expectations—Answer the question, "At the end of this mentoring year, what would you consider a successful mentoring experience to be? What would you like for God to do in your life during this year together?"
- Prep Materials for First Meeting.
Mentor binder, Mentees' binders, materials, first assigned book and homework assignments to be passed out at group time at the first meeting.
- Begin praying for each young woman.

Before your first meeting, we highly encourage mentors to have a 'one-on-one' meeting with each mentee. The goal being to get to know her (family, growing up, career, activities) and quickly go over the time commitments and expectations of being a part of the mentoring group. This is best done in a face-to-face meeting.



Sample Email to Send Mentees Following Draft

Dear [mentee name],

I am beyond excited about beginning the Titus2 mentoring journey with you! I am praying for you and believe some great days are ahead as we trust God and see what He wants to teach us. I am confident we will grow in our love for Him and for each other.

Here are some dates to mark on your calendar. We will be meeting on [day of the week and time], once a month, and will have one retreat during the year. This is a [9 or 12] month commitment we both make, ending in [month, year]. We will be meeting at my house. My home address is [address].

KEY DATES TO REMEMBER:

- First meeting - [date], [time]
We will start promptly; it is important that you be on time.
- Tentatively put down the (week day; ex: third Tuesday) of each month for our monthly meetings, and we will firm up those dates at our first meeting.
- Retreat - [Dates, if you have a retreat location already, put it here]

BRING TO FIRST MEETING:

- Read and sign the group covenant (for married groups have your spouse sign also)
- Complete the homework assignment (make a copy for me)
- Your calendar and child's school calendar (if applicable)
- A 4 x 6 picture of your family
- An expectant heart

Finally, I would ask that you start praying now for our group as we invite God to lead us. I am anticipating a great year together!

[Mentor's name]



Planning for First Meeting

You're now looking down the road to your first meeting when the women will meet in homes with their mentor. You and each of the other mentors will either have received from your church the documents needed for the first session or downloaded and printed out the materials from the website. You'll have books for your women's first reading assignment in hand. You'll have your faith story ready to share and you'll be praying, not just for yourself and your group, but for all the other mentors.

READ over the mentor timeline for the session and make notes.

CALENDAR/ TIMELINE

Look at your calendar and get a tentative schedule for the year. Have a couple of weekends to offer for the retreat, which is required. The retreat will be the biggest challenge to get on the schedule. If you end up with someone having a conflict, they will need to adjust their schedule. Be creative with retreat ideas. Ask your mentees what you as a group can do to ensure that everyone comes.

PREPARING FOR MENTORING MEETINGS IN YOUR HOME

- Pray for your time together and for each young woman.
- Read through the mentor timeline for the meeting.
- Make sure you have completed all the homework assignments far enough in advance in order to be able to process the material and to be able to share what God has taught you in each particular area.
- Remember, you are facilitating, not teaching. You want the young women to share what God has taught them that month, allowing them to raise any questions they might have. When they have finished sharing, you'll have the opportunity to share what you have learned through the years that relates to the topic.
- Have all books and materials set-up in the room in which you'll be meeting.
- Have cups and drinks out and available, if you so choose. Keep it simple—water or coffee only—you are not trying to impress the young women.
- Since you've encouraged the mentees to be on time, expect some to be there early. You'll personally feel less rushed if you're ready at least fifteen minutes before the start time.



Mentor Meetups

We suggest you set a 'mentor meet-up' to include the current mentors and church staff leader at least once in the fall and once in the winter. These meetups will help deepen the community that's started with your fellow mentors. You'll enjoy sharing stories of the up's and down's of your groups. You'll share what's working and not working and what you're learning along the way. Encouraging each other, praying together, answering each other's questions, sharing in the victories and the challenges - that's what these 'mentor meet-ups' are all about.

These meetups can be informal, unstructured, community-building times, where an agenda is not required. It is just fellow mentors meeting together to discuss what's happening in their ministries and their lives. You can also have an equipping meeting where you focus on a topic which will be useful in mentoring a group.

The commitment you and these mentors make to leading Titus2 Mentoring groups into the future is what will sustain mentoring/disciple making in your church. Encourage them and thank them often during the year for their sacrifice and willingness to be a mentor. Feeling appreciated and valued goes a long way!



The Legacy Continued. . .

A legacy is not left, but lived. The legacy of a mentor is continued on through every life she touches.

Mentoring might seem risky as you step out of your comfort zone, but you'll be using your experiences and wisdom gained over the years to invest in younger women, which could make a huge difference in their lives. *You have no idea how God could use your life to impact not only the next generation, but many generations that follow!*

MAY THE LORD BLESS YOU AS YOU JOIN THE LEGACY OF TITUS2, TO GLORIFY GOD AND INVEST IN THE NEXT GENERATION OF WOMEN.

TITUS2 PRAYER OF ENCOURAGEMENT

Our prayer for you is:

- that you will be blessed as you bless others
- that the lives of younger women would be equipped for successful living
- that God will give you wisdom, discernment, perseverance and joy as you invest your life in the next generation

