Becoming a Writing Mentor for RITE

The E. Desmond Lee Regional Institute of Tutorial Education (RITE) offers writing mentoring to students at Roosevelt High School and Sumner High School (within the Saint Louis Public Schools) who are a part of the Conscious Choice Program.

Conscious Choice is an approach to reducing teen pregnancies by building a supportive community. Participating young men and women attend workshops on educational topics such as bullying, etiquette and reproductive health. Students who are interested in strengthening their writing/communication skills are paired with a writing mentor who helps them draft and publish essays on their future plans and the conscious choice they have made to delay parenthood. Essay winners receive prizes and UMSL scholarships.

Compassionate community members who love to write and work with children serve as writing mentors. It is important that a prospective writing mentor have a clear understanding of the program, requirements and responsibilities of this role before deciding to volunteer. Please note that being a writing mentor is an unpaid position.

Please read the information outlined below and on the second page: “Becoming a Writing Mentor—Part 2.”

Requirements:
1. Be a current college student or a college graduate.
2. Have a 2.5 GPA (verified by transcript).
3. Be proficient in English Language Arts and able to demonstrate writing competency.
4. Have reliable transportation.
5. Be available to volunteer for at least 6 one hour writing mentoring sessions during the academic year.

Responsibilities:
1. Be there on time for your 6+ mentoring sessions; notify mentor coach in advance of an absence (24-48 hrs).
2. Follow the mentor coach’s routines and expectations. Read and follow the Writing Mentoring Guide (which will be given to you during your initial RITE training).
3. Adhere to district/site policies and procedures.
Becoming a Writing Mentor for RITE—Part 2

1. Visit coe.umsl.edu/rite to learn about programs. Submit a copy of resume & transcript (2.5 GPA required) to Mrs. Gardner-Andrews: GardnerandrewsA@umsl.edu
You will be contacted for a phone conference and about your availability.

2. **Apply:** Applicant should call RITE office (314-516-7268) to make an appointment for an interview.
   RITE office location: 208 Marillac Hall, UMSL South Campus

3. Applicant will be interviewed and required to complete a brief writing segment.

4. **Schedule:** Applicant and Mrs. Gardner-Andrews review writing mentoring schedule and select a school post.

5. Applicant who is successful will receive a letter offering a writing mentoring volunteer position, conditional upon passing the required background check.

6. Applicant completes necessary forms, some of which are online. The following documents are needed for those who are accepted: Social Security Card and government-issued photo ID (such as unexpired driver’s license). Application process takes 3-4 weeks.

7. A one hour Writing Mentoring Training is conducted by RITE. A Writing Mentoring Guide is distributed.

8. Successful applicant will be notified, via e-mail from the RITE office, about the date to begin volunteering.