

# Promise Fellow Tools and Resources

## Intake Surveys An informative introduction

Getting to know a new youth and building rapport early-on is important, but often challenging. Many Fellows have found it helpful to give their youth an intake survey like this one, which asks the youth about his or her needs, interests, and hopes for the future. One Fellow wrote that the kinds of questions included here frequently helped her determine which specific strategies would work best with her youth. Another used a survey to figure out how to get a conversation started with a new youth who seemed socially withdrawn at first. After learning that the youth wanted to join the Marines after high school, the Fellow wrote that



How well do you feel you do in school? I would say that  
 \_\_\_not a very good student \_\_\_an okay student

How hard do you try in school? Usually, I would say that  
 \_\_\_don't try at all \_\_\_try some of the time \_\_\_

How confident do you feel that you know how to succeed  
 \_\_\_not at all confident \_\_\_somewhat confident



Grade: \_\_\_ school.

What do you enjoy when you are outside of school? What are

(s) me t

As a member of the cohort, what do you hope to accomplish f

*...now every week, I check in with him and see how the recruiting process is going and check on how school is going too. "There are still a lot of different things you can do in the military and being successful in school will open up a lot of different options there," is one of my constant reminders to him. He's a pretty quiet kid and I think that if I hadn't had him fill out the survey, we wouldn't have had a lot to talk about for a while. Now he's one of the first students to approach me when we arrive for programming.*



**PARENT**

What do you like most about your child's school?

It can also be a good idea to give an intake survey, like the one on the left, to a youth's parent(s) or guardian(s). This can help to clarify your role as a Promise Fellow and open a valuable line of communication with your youth's family right from the start.

## Goal Pledge Establishing a clear commitment to succeed

One of the most basic ways that Fellows support their youth is by helping them set positive, attainable goals for themselves. Some Fellows have used contracts, like this pledge sheet, to facilitate this process.

This particular pledge sheet asks parents, as well as the Fellow, to make their own commitments to supporting the youth. One fellow wrote that this "has helped me to think about what the student needs me to do in order to help them, not just what they will do on their own."



My Behavior Goals for the year

1. Be respectful to teachers
2. Resolve conflict peacefully
- 3.

Strategies that I will use to achieve my goals

- 1.
- 2.
- 3.

As a parent, I pledge to support my child's behavior goals by\_\_\_

As a Promise Fellow, I pledge to support my student's behavior

## Career Survey Thinking about career paths that fit your personality

Click Here

### Activity Identification

Check the activities you enjoy most.

<input type="checkbox"/>	Using hands
<input type="checkbox"/>	Helping others
<input type="checkbox"/>	Being artistic
<input type="checkbox"/>	Using body
<input type="checkbox"/>	Operating tools or machinery
<input type="checkbox"/>	Expressing feelings
<input type="checkbox"/>	Solving a scientific problem
<input type="checkbox"/>	Discovering something
<input type="checkbox"/>	Teaching
<input type="checkbox"/>	Serving others
<input type="checkbox"/>	Making others happy
<input type="checkbox"/>	Fixing
<input type="checkbox"/>	Musical activity
<input type="checkbox"/>	Creative writing

Promise Fellows are tasked with ensuring that their youth succeed, not only in school, but also in work and life. Yet with all the immediate challenges that school often presents, it's easy for a youth's personal and career goals to get lost in the shuffle.

This survey was used by a Fellow to get her youth thinking about what kinds of careers they might want to pursue. After detailing their personal qualities and what they enjoy doing, survey-takers are assigned one of six career groups, also known as *Holland's Occupational Themes*: realistic, investigative, artistic, social, enterprising, and conventional. The attached handbook then offers specific examples of occupations in each career group, as well as the academic majors that would prepare one for them. The Fellow who used this survey wrote that one of her youth,

*...showed a high interest in the social occupational group. This came as a shock to me because she's the type who sticks to herself, and doesn't mingle well with others. I decided to take action. I took the student out for lunch one Saturday, and to my surprise she was very open. We talked about everything ranging from family life to future plans... She keeps to herself because she doesn't feel like she can open up to anyone. It seemed to me that she just needed someone to confide in and be able to vent to. **I know that if I push her now, it'll make her more social in high school and less reluctant to try new things. This will then lead her to the types of jobs that she'll enjoy doing, and not just what she'll settle for.***



## Planning Process Form Efficiently sharing event information

Several Promise Fellows have used planning forms like this one to coordinate events and group activities with the staff at their sites. One Fellow had the following to say about this particular form:

*The Planning Process form has been super useful for planning service-learning projects for my students. It has all the key components pertaining to the event in an easy-to-read outline, and is straight-to-the-point. I constantly run around and I'm never in the same place more than once, so the planning sheet is really efficient when I need to communicate to the other staff members at my site. **This sheet is effective at limiting confusion in the workplace.***

Also included on the form is an area for a 'Post Event Evaluation / Reflection,' which can help get a conversation started about what worked well and what could be done differently next time.

Click Here

Event:

Date:

Time:

Contact Name:

Phone:

Email:

Location Name: