

Ten steps to planning up a local Senior Peer Activity Motivator programme.

A framework for planning and delivery of a local programme

The following provides an outline of the process required to set up an effective Senior Peer Activity Motivator Programme and has been used as the basis for the “Someone Like Me” project.

Step 1. Establish the aims and objectives of the programme

- What does your organisation seek to gain by the use of Senior Peer Mentoring ?
- What human and financial resources and time can you allocate to the programme ?
- How will the programme help both Senior Peer Mentors and mentees ?
- How will you measure success for the individuals and the organisations involved ?
- Do your programme partners agree with your aims and objectives ?

Step 2 Identify the target group

Senior Peer Mentoring may work with some and not others. Mentoring only works with willing partners.

- Do you have links with other local organisations that can give you access to potential Senior Peer Mentors and mentees ?
- Do you have local priority groups (e.g. communities, settings or partners) for the Senior Peer mentor Programme

Step 3 Recruit mentors

- Have you draw up a recruitment plan for both Senior Peer Mentors and mentees ?
- Do you have sufficient resources (in terms of budget and staff time) to implement the plan ?

- Do you have sufficient resources to support those volunteers you recruit and train?
- What promotional and advertising strategies (from advertising to “word of mouth”) will you use ?
- How will you assess potential Senior Peer mentors for their suitability ? e.g. do you have “minimum” requirements ?

Step 4 Induct and train Senior Peer Mentors

- Before embarking on training and support, will you have a
- chance to share with potential Senior Peer Mentors
 - the aims of the programme
 - ideas on the role of Senior Peer Mentors, their skills,
 - knowledge and required competencies?
 - The boundaries (limits and opportunities) of the mentor
 - relationship
- Do you have the blend of skills and knowledge required to
- provide training for Senior Peer Mentors ?
- Do you have an appropriate mechanism for those volunteers who want to do something else or for who, your programme is not right?

Step 5 How will you match Senior Peer Mentors with mentees ?

- Will you prepare individuals to be mentored ?
- Will Senior Peer Mentors be matched or directed towards identified mentees ?
- Will they self select or just find their own mentees ?
- Who will chose ?

Step 6 Set targets, standards or goals

- What are your short term achievable goals for the programme ?
- How will you measure them ?
- How will you assess the overall impact of the programme ?
- Do you have a long term or exit strategy for the programme ?

Step 7 Establish an administrative and support system

- Will you have an identified coordinator for the programme ?
- Will (s)he have a job description ?

- How will (s)he provide a reference point for supplementary meetings, information and support for Senior Peer Mentors.
- What support will be provided for mentees ?

Step 8 Provide feedback and ongoing support

- Who will mentor the Senior Peer mentors ?
- How will Senior Peer Mentors know if they are doing a good job
- ?
- Will you provide networking and meeting events with other Senior Peer Mentors ?

Step 9 Monitor progress

- How will you review progress being made and at what time ?
- How will you resolve conflicts and difficulties ?
- How will you look after volunteers who want to leave your programme?

Step 10 Agree an evaluation strategy

- Does your evaluation strategy match the programme aims and is it realistic and achievable?
- Who will undertake the evaluation ?
- How will you negotiate evaluation activities with Senior Peer Mentors?
- What information will help to make the programme more effective in the future ?
- What evidence of outcomes do you need ?
- How will you promote the success of the programme and the value of mentoring ?

These 10 steps are covered in detail in the Someone Like Me programme resources and training activities.