

***Sample Letter to Counselors***

**TO: FUSD High School Counselors**  
**FROM: Mentor Coordinator**  
**SUBJECT: RECRUITING INTERESTED STUDENTS**

We are looking to recruit 30 high school students, preferably freshman and sophomores, who could profit from a caring relationship with one of our adult mentor volunteers from the Fremont community. Again, we are asking for your help in recruiting. You are an invaluable piece of the chain that links us up with kids who are in need of this kind of relationship.

In addition to once again enlisting your help, the district office has suggested that we “publicize” the Fremont Mentor Project in the daily bulletins at each high school. Therefore, could you please see to it that this paragraph gets into your daily bulletin each day for one school week, perhaps beginning on September 8 and continuing through the next Tuesday, September 15: (or any other dates/info you feel advisable; please feel free to change this):

“Concerned about your future? Feel that your grades could be better? Don’t know what’s in store for you after high school? Just need someone to talk to? Let’s talk MENTORING. Contact your counselor to find out about an informational meeting to be held at school this month. At that meeting, you can find out more about how to have a caring adult ‘mentor’ in your life during this school year.”

I will call you in a couple of weeks to schedule this informational meeting for any interested students you may have; we will hold the meeting at lunch or after school, whichever you advise. At this meeting, we will inform them as to what the project entails and take their applications if, at that time, they are interested. Thanks for your help!