Policy & Procedures

NUMBER: 03-06

SUBJECT: CERTIFICATION OF MENTOR OFFICERS

Date: January 2020

PURPOSE

To establish procedures for the certification of a mentor officer.

POLICY

It is the policy of D.A.R.E. America that candidates for the position of mentor officer complete a prescribed selection and training process.

PROCEDURES

1. A candidate must meet the following conditions prior to receiving certification as a mentor officer:
   - Certification and recognition as an active D.A.R.E. instructor
   - Successful graduation from D.A.R.E. Mentor Officer Training
   - Apprenticeship during a DOT conducted by an accredited State/International D.A.R.E. Training Center or team, to include observation, practice, coaching and feedback from training team. It is recommended this be completed within one year of the successful completion of the Mentor Officer Training course. Any extension of time must be approved by the jurisdictional Regional Director.

2. D.A.R.E. America is responsible for issuing mentor officer certification. Documentation detailed in Section 1 of this procedure, along with a determination recommendation from the State Training Coordinator and/or Facilitator, shall be submitted to Regional Director for certification review. One of the following determinations shall be issued in the certification review process:

   - Certification – Granting the candidate full designation as a D.A.R.E. Mentor Officer, with privileges and responsibilities of that position.
   - Conditional certification – Requires the candidate prior to being granted full certification to satisfy certain additional conditions.

- <u>Denial</u> – Withholding of certification based upon documented evidence of the officer's failure to successfully demonstrate the ability to meet performance standards or maintain fidelity to D.A.R.E. curricula and training model.

3. D.A.R.E. America maintains the responsibility for monitoring certified D.A.R.E. Mentor Officers to ensure compliance with fidelity to the D.A.R.E. curricula, training model and performance standards.