



Policy & Procedures

NUMBER: 03-07

SUBJECT: RETENTION OF MENTOR OFFICER STATUS

DATE: January 2020

PURPOSE

To establish procedures for the retention of mentor officer status.

POLICY

D.A.R.E. instructors who have successfully completed the MOT (Mentor Officer Training) certification process shall receive the title of “Mentor Officer.” A mentor officer is permitted the privilege and responsibility of participating as member of a State/International D.A.R.E. Training Center or Team during the presentation of a D.A.R.E. Officer Training and specialty D.A.R.E. curricular trainings.

The purpose of the MOT is to explain and demonstrate how to conduct formal D.A.R.E. training activities. Emphasis is placed on the adult learning processes, organization, planning and presentation of D.A.R.E. curricular training. Mentor officers have a responsibility to deliver training, which is consistent with the intent and design of D.A.R.E. America policy, curricula and training model.

This policy is not intended to interfere with an agency’s authority to deploy, reassign, or select D.A.R.E. officers at its discretion.

PROCEDURES

1. Mentor officers have received specialized skills training to serve in the capacity of mentor. If these skills are not employed on a regular basis, they will deteriorate. For this reason, mentor officers should participate as a member of a training team in at least one DOT within a consecutive 24-month period in order to maintain their skills and mentor status. Mentors may also be used for other training opportunities. It shall be the responsibility of the individual State/International Training Center, State D.A.R.E. Coordinators and Regional Director to monitor compliance with this requirement.

2. Mentor officers must display the ability to effectively train and develop future D.A.R.E. officers.
3. It shall be the responsibility of the training facilitator to document any deficiencies in a mentor's performance and bring them to the attention of the State Coordinator, Regional Director and possibly officer's agency.
4. If a mentor officer loses mentor status by failing to participate as a member of a training team, as stated in this policy, they can regain mentor status by:
 - a. Serving as an apprentice in a DOT, and/or
 - b. Receiving MOT update training determined by the State Training Center/Coordinator and approved by the Regional Director. This training shall include, at a minimum, the review of skills required for mentoring, presentation, critiquing and lesson concepts.
5. A mentor officer may appeal revocation of mentor certification as outlined under Policy 06-02, General Appeal Process.