



FALL 2014

Please return by August 10, 2014 via email to coachflo@fleetfeetmadison.com

The Fleet Feet Sports No Boundaries Mentor Team is a passionate group of run and walk mentors who help people reach their goals of walking/running a 5K or 10K.

As a mentor, you understand the unique emotions within the program because you have been where new participants will be, every step of the way.

You've completed the program so you will be a role model, a source of energy and inspiration to help participants not just get to the finish line of their goal race, but inspire them to see that lifetime fitness can be achieved and maintained for the rest of their life! You're the motivation!

You will provide advice, share knowledge and experiences, and teach. Everyone has a story. Tell your story. Show the new No Boundaries participants that if you can do it...they can do it too. But, more importantly, listen to participants and build confidence and trust in participants by empowering them to see what they can do. Be prepared to make a huge difference in people's lives!

We want to know more about you and what you would like to bring to No Boundaries in the fall of 2014.

Fleet Feet Sports No Boundaries Mentor Team Application

LOGISTICS: Please respond in a different color and/or highlight on this form and email back to Coach Flo at coachflo@fleetfeetmadison.com Please do not forget the mentor bio and photo in jpg form.

1. **ORIENTATION:** Are you able to attend the mandatory Mentor Training Session on **Sunday, August 24, 2014 8:00am-10:30am?**
2. **INFORMATIONAL MEETINGS:** Are you able to attend any of the informational meetings? Which ones? Are you able to distribute flyers about the Info Meetings? How many fliers would you like?
 - a. Wednesday, August 13th at 7:30pm at Fleet Feet Madison
 - b. Monday, August 18th at 7:30pm near Fleet Feet Sun Prairie (at the Starbucks)
 - c. Wednesday, August 20th at 7:30pm at Fleet Feet Madison
 - d. Yes – I can distribute fliers about the informational meetings at community places, church, work, social groups, etc. Please print off ## for me to give out.

3. **FACEBOOK PROMOTION:** Are you able to post on your Facebook page the following blurb to encourage friends to join NOBO prior to August 20th and then again prior to September 3rd? Feel free to include pictures of you & your NOBO training buddies from the session when you were a participant and other personal touches Below is an example Facebook post:

I'm so excited to mentor the fall No Boundaries 5k & 10k Beginning Run/Walk training program! Early bird registration ends August 20!. Our Kick-Off is on Wednesday, September 3rd at 7:30pm at Fleet Feet Sports Madison. We'll all be training together for the Berby Derby 5k or 10k on November 27th. There is an east side practice at the new Fleet Feet Sports Sun Prairie, opening in September, as well as west side practices at the Old Sauk location. Come join us!

4. **PRIMARY DAYS MENTORING:**

We have three practices available to participants each week.

We encourage participants to attend both one weekday practice (NOBO East on Mondays or NOBO West on Wednesdays) and then come to our joint weekend practice (NOBO NATION on Saturdays).

We ask mentors to mentor as a primary mentor one day and plan to attend at least one other practice consistently, so you can effectively get to know participants better.

The third practice, you are welcome to come as a participant or to substitute. Please indicate your preference as a primary mentor, and the other day you can consistently attend. **Please give 1st & 2nd preferences, and indicate if you could substitute the other day.** *(Any and all flexibility in placement is appreciated.)*

Note: You will be responsible to be the primary mentor one practice per week. The day that you indicate here is your day per week that you will act as the primary mentor, for which you are responsible for finding a substitute if you are unable to attend. Please check in with your small group partner first, then with other mentors in your program, then mentors in other training programs when looking for substitutes.

NOBO East: Monday 6pm at Fleet Feet Sports Sun Prairie
(2828 Prairie Lakes Dr., Sun Prairie, WI 53590)

NOBO West: Wednesday 6pm at Fleet Feet Sports Madison
(8440 Old Sauk Road, Madison WI 53562)

NOBO Nation: Saturday 8am at Pheasant Branch
(Behind Menchies at 6712 Frank Lloyd Wright Ave, Middleton, WI 53562)

5. **PACE GROUPS:** Which pace groups would you prefer to mentor, & why? Please give 1st & 2nd preference. *(Any and all flexibility in pace groups is appreciated.)*

For 5k program:

1. Walk
2. Run/Walk
3. Run

For 10k program:

1. Run/Walk
2. Run

6. **MENTOR RACE:** Are you able to participate in the Mentor Race for the fall season? This year, it will be the [Ghoulish Gallup](#) in Fitchburg on Saturday, October 18th at 8:30am.
7. In which No Boundaries programs have you participated as a participant? As a mentor?
8. You will receive a red mentor t-shirt to wear on your primary mentor day and the other day. **What size shirt do you wear?**
W-S, W-M, W-L, W-XL, W-2XL or M-S, M-M, M-L, M-XL
9. What is your most recent 5k time? What is your most recent 10k (if applicable.)
10. What is your average per mile pace? (This helps us plan an even distribution of mentors throughout the training group during practice.)
11. What is your next A-race (or high priority race for your own training) coming up? What are your fall season training plans?
12. Are there any dates that you know you will not be able to mentor? (ie. Work or family obligations, out of town vacations, etc?) If so, please indicate here.

YOUR MENTORING PHILOSOPHY:

13. **MENTOR BIO: Please write a 1-2 paragraph Mentor Bio that tells a bit of your story & include one digital picture. Please limit it to 250-500 words maximum.** We will use your bio in the newsletter. Below are some questions you can include in your bio. Some points to keep in mind: Write about what will resonate with other beginning participants. *Please keep your minutes per mile or race times OUT of your bio.* We want participants to feel connected to you & your story, not get caught up numbers.
 - a. Why do you want to be a mentor?
 - b. What do you believe makes a good mentor?
 - c. What are some of your mentoring strategies? How do you motivate others?
 - d. Please include one jpg digital photo as a separate attachment with this application.**

ADDITIONAL QUESTIONS:

14. What do you think makes a good Fleet Feet Ambassador?

15. Do you have any additional information that you'd like to share about your potential mentoring experience in the fall 2014?
16. Have you read the "No Boundaries Mentors' List of Responsibilities (listed below) and do you agree to mentoring in accordance to them?"

No Boundaries Mentors' List of Responsibilities

Program duration: September 3rd – November 30th

These guidelines are outlined here with the goal of ensuring that our mentoring team all start off on the same page prior to the program start, as well as clearly define expectations throughout Spring NOBO 2014.

- 1) **ATTEND MANDATORY MENTOR SEMINAR:** All No Boundaries mentors are required to attend a mentor orientation training session on Sunday, August 24th at 8:00am-10:30am at Fleet Feet Sports Madison. This training session is imperative in ensuring that you are provided with the necessary tools to be an effective mentor.
- 2) **BE A FLEET FEET AMBASSADOR:** Provide excellent customer to each and every individual in our training program. Our goal is to provide a premium experience at every practice to every participant. This also extends to our community footprint, as we practice courteous trail etiquette and obey traffic laws. Please encourage participants to look for their equipment at Fleet Feet, since our staff is expertly trained to consistently put in the time and effort to help runners and walkers find the best equipment for them.
- 3) **SIGN IN EVERY PRACTICE:** In order for us to accurately track your participation as a mentor, you will sign in and out each practice on your group's attendance sheet. You will be the "Primary Mentor" once a week and we encourage you to attend another day of the week as a participant to connect with your group. You are responsible to find your own substitute on your primary mentoring days and you will be compensated via gift card for the practices during which you are acting as the "Primary Mentor."
- 4) **WEAR YOUR MENTOR SHIRT EVERY PRACTICE:** These neon yellow shirts signify to the participants that you are someone whom they can ask their questions, voice their concerns, be vulnerable in their struggles, and be supported without reserve. Please wear your shirt every practice so the participants know who is in a position of leadership and knowledge. It will make them more comfortable and help them get to know you...therefore helping you get to know them. Even if you are not a primary mentor that day, the mentor shirt will let participants know that they can trust in you...which is invaluable when starting a new program with new people.
- 5) **FIND YOUR OWN SUBSTITUTES:** The days during which you are the "Primary Mentor," you are responsible for leading your group. If, for any reason, you are unable to attend practice, please contact the other mentors to find a substitute as soon as possible.
- 6) **15 MINUTES EARLY and 15 MINUTES AFTER:** We will have a mentor meeting before each group work-out and a quick mentor wrap-up meeting ("Take 5") after practice.
- 7) **MODELING:** The best way to teach is to model. Be conscious of the image that you are presenting. Do your best to model and express self-acceptance and encouragement of yourself and others. You are representing NOBO, Fleet Feet, and the running, walking & triathlon community at large.
- 8) **FOCUS:** Understand that when you are the primary mentor for your group, you are **not** conducting your "own" workout during runs you are pacing. Your focus is the participants and helping them achieve their goals.

- 9) **TAKING ATTENDANCE:** You will each be assigned a number of participants for whom you are responsible for each practice that you mentor. For the first few weeks, you will have a clipboard with the attendance list of your group. Please welcome each participant making eye-contact with them and showing them that you are glad they are here. Go through the “Name Game” or some sort of icebreaker every single class with so that everyone feels that they are getting to know their peers. We only meet three times a week! We need to reinforce that connection.
- 10) **FACEBOOK:** We believe the connections that people make on Facebook will help encourage participants to be proud of their accomplishments and to share motivation throughout the week. We are asking **each mentor to make one post each week**, praising the accomplishments of at least one member in your group or highlighting a group experience (weather, major accomplishment, positive things you hear within your group.) If participants are noticed by name, they will feel more connected to the group.
- 11) **ENGAGE WITH PARTICIPANTS:** Try to make contact with each and every participant during each practice. You may end up talking with some more than others, but do your best to be equitable and connect with each person in your group. You are a teacher and it’s necessary to do your best to give your attention to everyone. *Those who are the quietest are the easiest to miss, but they need the most attention!*
- 12) **WATCH FOR POTENTIAL MENTORS:** Pay attention to participants for future mentors – who is dedicated, consistent, kind to the other participants, up-beat, encouraging, etc.?
- 13) **LEAD STRETCHING AND CORE:** Using the stretching documents and demonstrations from the coaches, you will be leading the core work and stretching with your group of participants. Make sure the participants sign in after the work out, before beginning to stretch. After a few practices, please ask a different participant each practice to help with counting. This makes everyone more engaged and take ownership of the stretching.

Thank you so much for your application! We'll get back to you soon and let you know if you have been accepted and your assignment!